

AD01

Change of registered office address

form produced by



Ver.18.1

You can use the WebFiling service to file this form online.
Please go to www.companieshouse.gov.uk

☒ **What this form is for**
You may use this form
to change a company's
registered office address.

☐ **What this form is NOT**
You cannot use this form to
the registered office of a
Limited Liability Partnership.
To do this, please use form
LL AD01 Change of registered
office address of a Limited
Partnership (LLP).

SATURDAY



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28/04/2018

#47

COMPANIES HOUSE

1

Company details

Company number

1 0 9 5 5 1 0 8

Company name in full

Mark Smith Associates Ltd

→ Filling in this form

Please complete in typescript
or in bold black capitals.

All fields are mandatory unless
specified or indicated by *

2

New registered office address ①

The change in registered office address does not take effect until the
Registrar has registered this notice.

A person may validly serve any document on the company at its previous
registered office for 14 days from the date that a change of registered
office is registered.

Building name/number

10 Station Road

Street

Post town

Henley on Thames

County/Region

Oxfordshire

Postcode

R G 9 1 A Y

① Change of registered office

For England and Wales
companies, the address
provided can either be in
England or Wales.

For Welsh companies, the
address provided must be in
Wales.

For companies registered in
Scotland or Northern Ireland,
the address provided must be
in Scotland or Northern Ireland
respectively.

3

Signature

I am signing this form on behalf of the company.

Signature

Signature

X  X

② Societas Europaea

If the form is being filed on
behalf of a Societas Europaea
(SE), please delete 'director' and
insert details of which organ of
the SE the person signing has
membership.

③ Person authorised

Under either section 270 or 274
of the Companies Act 2006.

This form may be signed by:

Director ②, Secretary, Person Authorised ③, Liquidator, Administrator,
Administrative receiver, Receiver, Receiver manager, Charity commission
receiver and manager, CIC manager, Judicial factor.

**Presenter information**

You do not have to give any contact information, but if you do it will help Companies House if there is a query on the form. The contact information you give will be visible to searchers of the public record.

Contact name	
Company name	Kench & Co Ltd
Address	10 Station Road
Port town	Henley on Thames
County/Region	Oxfordshire
Postcode	R G 9 1 A Y
Country	United Kingdom
DX	
Telephone	01491 578207

**Checklist**

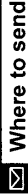
We may return forms completed incorrectly or with information missing.

Please make sure you have remembered the following:

- ☐ The company name and number match the information held on the public Register.
- ☐ You have provided the new registered office address in section 2.
- ☐ The registered office is in the location where the company was registered e.g. England and Wales, Wales, Scotland, Northern Ireland.
- ☐ You have signed the form.

Important information

Please note that all information on this form will appear on the public record.

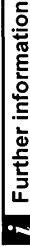
**Where to send**

You may return this form to any Companies House address, however for expediency we advise you to return it to the appropriate address below:

For companies registered in England and Wales:
The Registrar of Companies, Companies House,
Crown Way, Cardiff, Wales, CF14 3UZ.
DX 33050 Cardiff.

For companies registered in Scotland:
The Registrar of Companies, Companies House,
Fourth floor, Edinburgh Quay 2,
139 Fountainbridge, Edinburgh, Scotland, EH3 9FF.
DX ED235 Edinburgh 1
or LP - 4 Edinburgh 2 (Legal Post).

For companies registered in Northern Ireland:
The Registrar of Companies, Companies House,
Second Floor, The Linenhall, 32-38 Linenhall Street,
Belfast, Northern Ireland, BT2 8BG.
DX 481 N.R. Belfast 1.

**Further information**

For further information, please see the guidance notes on the website at www.companieshouse.gov.uk or email enquiries@companieshouse.gov.uk

This form is available in an alternative format. Please visit the forms page on the website at www.companieshouse.gov.uk