



In accordance with
Section 1046 of the
Companies Act 2006
& Regulation 13 of the
Overseas Companies
Regulations 2009

OS AP04

Appointment of corporate secretary of overseas company



Companies House



A2LKK5UA

A21 20/11/2013 #275

COMPANIES HOUSE

A2KSFJSH

lease

A14 09/11/2013 #223

COMPANIES HOUSE

sv uk

A2JXLAWO

A28 28/10/2013 #8

COMPANIES HOUSE

What this form is for
You may use this form to appoint a
corporate body or firm as secretary
of an overseas company

What this form is for
You cannot use this form to
appoint a secretary of an overseas company.
To do this, please use form
OS AP03 'Appointment of
secretary of an overseas company'

1 Overseas company details

Company number

Company name in full or alternative name as registered in the UK

→ **Filling in this form**
Please complete in typescript or in bold black capitals

All fields are mandatory unless specified or indicated by *

2 Date of corporate secretary's appointment

Date of appointment

3 Corporate secretary's details [Ⓢ]

Corporate body/firm name

Building name/number

Street

Post town

County/Region

Postcode

Country

Is the corporate secretary registered within the European Economic Area (EEA)?

→ Yes Complete **Section 4**

→ No Complete **Section 5**

Ⓢ Registered or principal address
This is the address that will appear on the public record. This address must be a physical location for the delivery of documents. It cannot be a PO box number (unless contained within a full address), DX number or LP (Legal Post in Scotland) number

4 EEA companies [Ⓢ]

Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register

Where the company/firm is registered [Ⓢ]

Registration number

Ⓢ EEA
A full list of countries of the EEA can be found in our guidance www.companieshouse.gov.uk

Ⓢ This is the register mentioned in Article 3 of the First Company Law Directive (68/151/EEC)

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5	Non-EEA companies		<p>Non - EEA Where you have provided details of the register (including state) where the company or firm is registered, you must also provide its number in that register</p>
	Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register		
Legal form of the corporate body or firm	PRIVATE LIMITED COMPANY		
Governing law	ENGLAND		
If applicable, where the company/firm is registered ¹	ENGLAND AND WALES		
If applicable, the registration number	08730224		

6	New corporate secretary's authority		<p>¹ If you have indicated that the extent of your authority is limited, please provide a brief description of the limited authority in the box below</p> <p>² If you have indicated that you are not authorised to act alone but only jointly, please enter the name(s) of the person(s) with whom you are authorised to act below</p>
	Please enter the extent of your authority as corporate secretary. Please tick one box		
Extent of authority	<input type="checkbox"/> Limited ¹ <input checked="" type="checkbox"/> Unlimited		
Description of limited authority, if applicable	Are you authorised to act alone or jointly? Please tick one box <input checked="" type="checkbox"/> Alone <input type="checkbox"/> Jointly ²		
If applicable, name(s) of person(s) with whom you are acting jointly			

7	UK establishments	
	A return must be delivered in respect of any alteration to the company particulars by each UK establishment. If, however, a company has more than one UK establishment, it may deliver only one form in respect of all those UK establishments, provided it completes the table below	
	UK establishment name	Registration number

8	Signature	
Signature	<div style="border: 1px solid black; padding: 5px;"> <p style="font-size: small;">Signature</p> <p style="font-size: 2em; text-align: center;">X X</p> </div>	
	<p>This form may be signed and authorised by Director, Secretary, Permanent representative</p>	

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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 **CORPORATE SECRETARIAT**

Company name **TESCO PLC**

Address **1ST FLOOR, NTH**

DELAMARE ROAD

Post town **CHESHUNT**

County/Region **HERTS**

Postcode **E N 8 9 S L**

Country **ENGLAND**

DX

Telephone **01992 644 775**

Checklist

We may return forms completed incorrectly or with information missing

Please make sure you have remembered the following

- The company name and number as registered in the UK match the information held on the public Register
- You have completed the date of appointment
- You have entered the new corporate secretary's address
- The address must be a physical location. It cannot be a PO Box number (unless part of a full address), DX or LP (Legal Post in Scotland) number
- You have completed either Section 4 or Section 5
- You have entered the corporate secretary's authority in Section 6
- You have completed Section 7, if applicable
- 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:

England and Wales

The Registrar of Companies, Companies House,
Crown Way, Cardiff, Wales, CF14 3UZ
DX 33050 Cardiff

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)

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