

# OS AP01

## Appointment of director of an overseas company

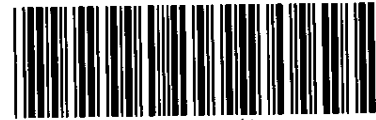


Companies House

☒ **What this form is for**  
You may use this form to appoint  
an individual as a director of an  
overseas company.

☐ **What this form is for**  
You cannot use this form to appoint  
a corporate director of an overseas  
company. To do this you must use  
OS AP02 'Appointment of corporate  
director of an overseas company'.

FRIDAY



A07 08/11/2019 #292  
COMPANIES HOUSE

please  
house

### 1 Overseas company details

Company number F C 0 2 8 7 5 6

Company name in full  
or alternative name as  
registered in the UK HCC SERVICE COMPANY INC.

#### → 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 director's appointment

Date of appointment d 0 d 1 m 1 m 0 y 2 y 0 y 1 y 9

### 3 New director's details

Title\* Ms

Full forename(s) SHARON LYONS

Surname BROCK

Former name(s) ①

Country/State of  
residence ② USA, TEXAS

Nationality American

Month/year of birth ③ X X m 0 m 7 y 1 y 9 y 5 y 6

Business occupation  
(if any) ④ Co-Chief Financial Officer

#### ① Former name(s)

Please provide any previous names  
(including maiden or married names)  
which have been used for business  
purposes in the last 20 years.

Continue in Section 8 if required.

#### ② Country/State of residence

This is in respect of your usual  
residential address as stated in  
Section 4a.

#### ③ Month and year of birth

Please provide month and year only.  
Provide full date of birth in  
section 3a.

#### ④ Business occupation

If you have a business occupation,  
please enter here. If you do not,  
please leave blank.

### 4 New director's service address ⑤

Please complete your service address below. You must also complete your usual  
residential address in Section 4a.

Building name/number 13403

Street Northwest Freeway

Post town Houston

County/Region Texas

Postcode 7 7 0 4 0

Country USA

#### ⑤ Service address

This is the address that will appear  
on the public record. This does not  
have to be your usual residential  
address.

If you provide your residential  
address here it will appear on the  
public record.

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### 5 Director's authority


Please enter the extent of your authority as director. Please tick one box.		<b>1</b> 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.  <b>2</b> 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.
Extent of authority	<input checked="" type="checkbox"/> Limited <b>1</b> <input type="checkbox"/> Unlimited	
Description of limited authority, if applicable	By State Statute, the Articles of Incorporation or Bylaws of Company	
	Are you authorised to act alone or jointly? Please tick one box.  <input type="checkbox"/> Alone <input checked="" type="checkbox"/> Jointly <b>2</b>	
If applicable, name(s) of person(s) with whom you are acting jointly	Susan M Rivera and Thomas E Weist.	

### 6 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							
HCC SERVICE COMPANY INC	B	R	0	1	0	2	9	7

### 7 Signature

Signature	<div>Signature</div> <div>X  X</div> <div>This form may be signed and authorised by: Director, Secretary, Permanent representative.</div>
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### 8 Additional former name(s) (continued from Section 3)

Former name(s) <b>1</b>	<div><b>1</b> Additional former names Use this space to enter any additional names.</div>

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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	Jenna Holliday
Company name	
Address	1 Aldgate
Post town	London
County/Region	
Postcode	E C 3 N 1 R E
Country	United Kingdom
DX	
Telephone	020 7702 4700



### 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 included all former names used for business purposes over the last 20 years.
- ☐ You have completed the nationality box in Section 3.
- ☐ You have provided a correct date of birth.
- ☐ You have provided a business occupation if there is one.
- ☐ You have provided both the service address and the usual residential address.
- ☐ Addresses must be a physical location. They cannot be a PO Box number (unless part of a full service address), DX or LP (Legal Post in Scotland) number.
- ☐ You have enclosed a relevant higher protection application if applying for this at the same time as completing this form.
- ☐ You have entered the extent of the director's authority in Section 6.
- ☐ You have completed Section 6, if applicable.
- ☐ You have signed the form.



### Important information

**Please note that all information on this form will appear on the public record, apart from information relating to usual residential addresses and day of birth.**



### 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.

#### Higher protection

If you are applying for, or have been granted, higher protection, please post this whole form to the different postal address below:

The Registrar of Companies, PO Box 4082,  
Cardiff, CF14 3WE.



### Further information

For further information, please see the guidance notes on the website at [www.gov.uk/companieshouse](http://www.gov.uk/companieshouse) or email [enquiries@companieshouse.gov.uk](mailto:enquiries@companieshouse.gov.uk)

**This form is available in an alternative format. Please visit the forms page on the website at [www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)**

BYLAWS  
OF  
HCCS CORPORATION  
(the "Corporation")

ARTICLE I.  
OFFICES

[...]

ARTICLE III.  
DIRECTORS

Section 1. Management. The business and affairs of the Corporation shall be managed by its Board of Directors who may exercise all such powers of the Corporation and do all such lawful acts and things as are not by statute, the Articles of Incorporation or these Bylaws directed or required to be exercised or done by the stockholders. The Board of Directors shall keep regular minutes of its proceedings.