

# AD03

## Change of location of the company records to the single alternative inspection location (SAIL)



Companies House



Go online to file this information  
[www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)

FRIDAY



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For \*SAJK1HA1\*  
17/12/2021 #88  
COMPANIES HOUSE

### ✓ What this form is for

You may use this form to tell us  
which of the company records are  
held at the SAIL.

### ✗ What this form is NOT for

You cannot use this form to  
tell us which company records  
are returning to the registered office. To  
do this, please use form AD04.

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### Company details

Company number S C 1 1 9 5 2 3

Company name in full Telewest Communications (Glenrothes) Limited

#### → Filling in this form

Please complete in typescript or in  
bold black capitals.

All fields are mandatory unless  
specified or indicated by \*

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### Company records

The following records are now kept at the (SAIL). Please tick as appropriate: ①

- ☒ Register of people with significant control.
- ☒ Register of members.
- ☒ Register of directors.
- ☐ Directors' service contracts.
- ☐ Directors' indemnities.
- ☒ Register of secretaries.
- ☒ Records of resolutions etc.
- ☐ Contracts relating to purchase of own shares.
- ☐ Documents relating to redemption or purchase of own share out of capital  
by private company.
- ☐ Register of debenture holders.
- ☐ Report to members of outcome of investigation by public company into  
interests in its shares.
- ☐ Register of interests in shares disclosed to public company.
- ☐ Instruments creating charges and register of charges: England and Wales  
or Northern Ireland.
- ☒ Instruments creating charges and register of charges: Scotland.
- ☒ Historic register of people with significant control.
- ☒ Historic register of members.

#### ① Important

You must file form AD02  
'Notification of single alternative  
inspection location (SAIL)' with  
this form if you have not filed one  
previously.

If you have previously filed a form  
AD03, you do not need to include  
those records on this form.

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### Signature

I am signing this form on behalf of the company.

Signature

Signature

X

X

This form may be signed by:  
Director ②, Secretary, Person authorised ②, Liquidator, Administrator,  
Administrative receiver, Receiver, Receiver manager, Charity Commission receiver  
and manager, CIC manager, Judicial factor.

#### 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.

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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 Daniel Butcher

Company name Ernst & Young LLP

Address 1 More London Place

Post town London

County/Region

Postcode S E 1 2 A F

Country United Kingdom

DX

Telephone +44 20 795 15814



### 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 ticked the relevant boxes in Section 2.
- ☐ 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.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)