

In accordance with Sections 114, 162, 228, 237, 275, 358, 702, 720, 743, 805, 809, 877, 892 of the Companies Act 2006.

# AD02

## Notification of single alternative inspection location (SAIL)



PC3 \*PT6EKFTU\* 825  
15/12/2009  
COMPANIES HOUSE

TUESDAY

You can use the WebFiling service to file this form online.  
Please go to [www.companieshouse.gov.uk](http://www.companieshouse.gov.uk)

**What this form is for**  
You may use this form to tell us the address of an alternative inspection location where company records may be kept for inspection.

**What this form is NOT for**  
You cannot use this form to tell us the address of a location outside of the part of the United Kingdom where the company is registered.

For further information, please refer to our guidance at [www.companieshouse.gov.uk](http://www.companieshouse.gov.uk)

### 1 Company details

Company number

Company name in full

→ **Filling in this form**  
Please complete in typescript or in bold black capitals.  
  
All fields are mandatory unless specified or indicated by \*

### 2 Address of the single alternative inspection location (SAIL)

This is the address for an alternative location to the company's registered office for the inspection of the company records. ①

Building name/number

Street

Post town

County/Region

Postcode

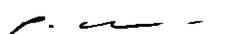
① **Important**  
The SAIL must always be in the part of the United Kingdom in which your company is registered.  
  
You need to notify which company records have moved to the SAIL on form AD03 'Change of location of the company records to the single alternative inspection location (SAIL)'. If you have not previously filed form AD03, please file one.

### 3 Signature

I am signing this form on behalf of the company.

Signature

Signature



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.

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.