

# AP03

## Appointment of secretary

**BLUEPRINT**

OneWorld

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 appoint an  
individual as a secretary

☐ **What this form is NOT for**  
You cannot use this form  
appointing a corporate se  
To do this, please use for  
'Appointment of corporate

WEDNESDAY



A32 27/10/2010 40  
COMPANIES HOUSE

### 1 Company details

Company number 3 0 4 4 6 9 4  
Company name in full BIO-RAD LABORATORIES LIMITED

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

### 2 Date of secretary's appointment

Date of appointment 2 0 1 0 1 0 1 0

### 3 New secretary's details

Title\*  
Full forename(s) SAMANTHA JANE  
Surname LAWRENCE  
Former name(s) \*

**Former name(s)**  
Please provide any previous names  
which have been used for business  
purposes in the past 20 years  
Married women do not need to give  
former names unless previously used  
for business purposes  
Continue in section 6 if required

### 4 New secretary's service address \*

Please complete your service address below

Building name/number The Company's Registered Office  
Street  
Post town  
County/Region  
Postcode  
Country

**Secretary's service address**  
This is the address that will  
appear on the public record. This does  
not have to be your usual residential  
address  
Please state 'The Company's  
Registered Office' if your service  
address is recorded in the company's  
register of secretaries as the  
company's registered office  
If you provide your residential address  
here it will appear on the public  
record

AP03

Appointment of secretary

5

**Signatures**

I consent to act as secretary of the above named company

New secretary's  
signature

Signature

X

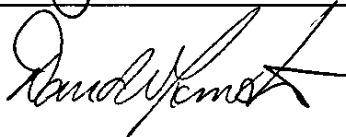


X

Authorising signature

Signature

X



X

This form may be signed and authorised by  
 Director <sup>1</sup> Secretary, Person authorised <sup>2</sup> Administrator, Administrative Receiver,  
 Receiver, Receiver manager, Charity commission receiver and manager,  
 CIC manager, Judicial factor

**<sup>1</sup> 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

**<sup>2</sup> Person authorised**

Under either section 270 or 274 of the  
 Companies Act 2006

6

**Additional former names** (continued from Section 3)Former names <sup>1</sup>

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**<sup>1</sup> Additional former names**

Use this space to enter any additional  
 names

# AP03

## Appointment of secretary



### 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 **BAKER & MCKENZIE LLP (REF: EWK)**

Address **100 NEW BRIDGE STREET**

Post town **LONDON**

County/Region

Postcode **E C 4 V 6 J A**

Country

DX **233 Chancery Lane**

Telephone



### 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 completed the date of appointment.
- ☐ You have provided the service 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 included all former names used for business purposes over the last 20 years.
- ☐ The new secretary has signed the form.
- ☐ You have provided an authorising signature



### 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](http://www.companieshouse.gov.uk) or email [enquires@companieshouse.gov.uk](mailto:enquires@companieshouse.gov.uk)

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