

# TM02

## Termination of appointment of secretary

form produced by

**IRIS**

PTP PC Share Register Plus

Ver.17.00

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  
terminate the appointment  
of a secretary (individual or  
corporate).

☐ **What this form is NOT for**  
You cannot use this form if you  
are terminating the appointment  
of a director. To do this, please use  
form TM01 'Termination of  
appointment of director'.

WEDNESDAY



\*A3H3U7C8\*

A44

24/09/2014

#38

COMPANIES HOUSE

### 1 Company details

Company number

0 5 9 5 5 9 3 0

Company name in full

Heathcoat House (Nottingham) Management Company Limited

#### → Filling in this form

Please complete in typescript  
or in bold black capitals.

All fields are mandatory unless  
specified or indicated by \*

### 2 Secretary's current details on the Register

Please give us the current appointment details of this secretary held on  
the public Register.

Title \*

Full forename(s)

Andrew Calvert

Surname/Corporate  
name

Cann

### 3 Termination date ①

Date of termination of  
appointment

d 2 7 m 0 8 y 2 0 y 1 4

① Only one secretary appointment  
can be terminated per form.

### 4 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.

# TM02

## Termination of appointment of secretary

 <b>Presenter information</b>	
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	CoSec Management Services Ltd
Address	
Suite D Global House, Shrewsbury Business Park	
Post town	
Shrewsbury	
County/Region	
Shropshire	
Postcode	S Y 2 6 L G
Country	England
DX	
Telephone	01743 271432

### 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 correctly entered the name of the secretary being terminated.
- ☐ You have included the date of termination.
- ☐ 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.companieshouse.gov.uk](http://www.companieshouse.gov.uk) 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.companieshouse.gov.uk](http://www.companieshouse.gov.uk)**