



# Return of Alterations to the list of names or addresses of the persons authorised to represent the company as permanent representatives of the company for the business of the Branch

Part XIV registration

Section 451 (1) (b) of the Companies Act 2014 to be delivered to the Registrar within 21 days after the alteration

(Appointments, Changes to the Particulars and Terminations)

Please insert Company Number below:  
(Include an \* immediately before and after the number)

**Please only print the page(s) that you need**

**Branch Number**

\_\_\_\_\_

**Branch Name**

\_\_\_\_\_ **Limited**

I <sup>1</sup> \_\_\_\_\_ am signing this return of alterations to the list of names or addresses of the persons authorised to represent the company as permanent representatives of the company for the business of the branch on behalf of the company.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Presented by**

<b>Name:</b>
<b>Address:</b>
<b>E-mail:</b>
<b>Tel:</b>

<sup>1</sup> Name of the person authorised under Section 447 (f) of the Companies Act to represent the company as permanent representative of the company for the business of the branch.

Appointment of individual person authorised to represent the company as permanent representative of the company for the business of the Branch

**Branch Number** \_\_\_\_\_

**Branch Name** \_\_\_\_\_ **Limited**

Date of Appointment	dd mm yyyy	
Title	Date of Birth	dd mm yyyy
Present Forename (s)	Any Former Forename (s)	
Present Surname	Any Former Surname (s)	
<b>Usual Address</b>		
Building name/number	_____	
Street	_____	
Town	_____	
Region or State	_____	
Postcode	_____	
Country	_____	
Nationality	Nationality of Origin	

Extent of Authority:	Authorised to act <sup>2</sup>
	<b>Alone</b> <b>Jointly</b>
If authorised to act jointly name of person _____	

If you wish to add more than one individual person authorised to represent the company as permanent representative of the company for the business of the branch, please use 'Individual person authorised to represent the company as permanent representative of the company for the business of the branch', continuation page

<sup>2</sup> Delete as applicable

Appointment of corporate person authorised to represent the company as permanent representative of the company for the business of the Branch

**Branch Number** \_\_\_\_\_

**Branch Name** \_\_\_\_\_ **Limited**

<b>Date of Corporate Person's Appointment</b>	dd mm yyyy
<b>Corporate Name in full</b>  _____	
<b>Registered or Principal Office Address</b>	
Building name/number	_____
Street	_____
Town	_____
Region or State	_____
Postcode	_____
Country	_____

Extent of Authority:	Authorised to act <sup>3</sup> <b>Alone</b> <b>Jointly</b>
If authorised to act jointly name of person(s) _____	

If you wish to add more than one corporate person authorised to represent the company as permanent representative of the company for the business of the branch, please use 'corporate person authorised to represent the company as permanent representative of the company for the business of the branch', continuation page

<sup>3</sup> Delete as applicable

Alterations to the particulars of the individual person authorised to represent the company as permanent representative of the company for the business of the Branch (page 1 of 2)

**Branch Number** \_\_\_\_\_

**Branch Name** \_\_\_\_\_ **Limited**

**Person Authorised authorised to represent the company current details**

Title	Date of Birth <span style="color: red;">dd mm yyyy</span>
Full forename (s)	Surname

<b>Date of Change of Details</b>	<span style="color: red;">dd mm yyyy</span>
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**Please complete the appropriate sections to indicate which of your details have changed**

**Change of Name details – Please state new name in full**

Title	Name	Surname
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**Change of Usual Address – Please state new address in full**

Building name/number	_____
Street	_____
Town	_____
Region or State	_____
Postcode	_____
Country	_____

**Change of nationality – Please state new nationality**

Change of nationality	
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**Change of other details:**

Extent of Authority:	Authorised to act <sup>4</sup>		
	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; text-align: center;"><b>Alone</b></td> <td style="width: 50%; text-align: center;"><b>Jointly</b></td> </tr> </table>	<b>Alone</b>	<b>Jointly</b>
<b>Alone</b>	<b>Jointly</b>		
If authorised to act jointly name of person			
<hr style="width: 80%; margin: 0 auto;"/>			

If you wish to make alterations to more than one individual person authorised to represent the company as permanent representative of the company for the business of the branch, please use the 'Alterations to the particulars of the individual person authorised to represent the company as permanent representative of the company for the business of the branch', continuation page

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<sup>4</sup> Delete as applicable

Alterations to the particulars of the corporate person authorised to represent the company as permanent representative of the company for the business of the Branch (page 1 of 2)

**Branch Number** \_\_\_\_\_

**Branch Name** \_\_\_\_\_ **Limited**

**Corporate Person authorised to represent the company current details**

<b>Corporate Name in full</b>

<b>Date of Change of Details</b>	dd mm yyyy
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**Please complete the appropriate sections to indicate which of your details have changed**

**Change of Name details** – Please state new corporate name in full

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**Change of Registered or Principal Office Address** – Please state new address in full

Building name/number	
Street	
Town	
Region or State	
Postcode	
Country	

**Change of other details:**

Extent of Authority:	Authorised to act <sup>5</sup>  <b>Alone</b> <b>Jointly</b>
If authorised to act jointly name of person  _____	

If you wish to make alterations to more than one corporate person authorised to represent the company as permanent representative of the company for the business of the branch, please use the 'Alterations to the particulars of the corporate person authorised to represent the company as permanent representative of the company for the business of the branch', continuation page

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<sup>5</sup> Delete as applicable

Termination of appointment of person authorised to represent the company as permanent representative of the company for the business of the Branch

**Branch Number** \_\_\_\_\_

**Branch Name** \_\_\_\_\_ **Limited**

<b>Date of Termination of Appointment</b> <sup>6</sup>	dd mm yyyy	
<b>Title</b>	<b>Date of Birth</b>	dd mm yyyy
<b>Present Forename (s)</b>	<b>Any Former Forename (s)</b>	
<b>Present Surname</b>	<b>Any Former Surname (s)</b>	
<b>Nationality</b>	<b>Nationality of Origin</b>	
<b>Corporate Name in full</b>  _____		

If you wish to terminate more than one person authorised to represent the company as permanent representative of the company for the business of the branch, please use the 'Termination of person authorised to represent the company as permanent representative of the company for the business of the branch', continuation page

<sup>6</sup> Only one person / corporate person authorised to represent the company as permanent representative of the company for the business of the Branch can be terminated per form



Appointment of individual person authorised to represent the company as permanent representative of the company for the business of the Branch continuation page

**Branch Number** \_\_\_\_\_

**Branch Name** \_\_\_\_\_ **Limited**

Date of Appointment	dd mm yyyy	
Title	Date of Birth	dd mm yyyy
Present Forename (s)	Any Former Forename (s)	
Present Surname	Any Former Surname (s)	
<b>Usual Address</b>		
Building name/number	_____	
Street	_____	
Town	_____	
Region or State	_____	
Postcode	_____	
Country	_____	
Nationality	Nationality of Origin	

Extent of Authority:	Authorised to act <sup>7</sup>
	<b>Alone</b> <b>Jointly</b>
If authorised to act jointly name of person	
_____	

<sup>7</sup> Delete as applicable

Appointment of corporate person authorised to represent the company as permanent representative of the company for the business of the Branch continuation page

**Branch Number** \_\_\_\_\_

**Branch Name** \_\_\_\_\_ **Limited**

<b>Date of Corporate Person's Appointment</b>	dd mm yyyy
<b>Corporate Name in full</b>  _____	
<b>Registered or Principal Office Address</b>	
Building name/number	_____
Street	_____
Town	_____
Region or State	_____
Postcode	_____
Country	_____

Extent of Authority:	Authorised to act <sup>8</sup> <b>Alone</b> <b>Jointly</b>
If authorised to act jointly name of person(s) _____	

<sup>8</sup> Delete as applicable

Alterations to the particulars of the individual person authorised to represent the company as permanent representative of the company for the business of the Branch continuation page (page 1 of 2)

**Branch Number** \_\_\_\_\_

**Branch Name** \_\_\_\_\_ **Limited**

**Person Authorised authorised to represent the company **current** details**

Title	Date of Birth <span style="color: red;">dd mm yyyy</span>
Full forename (s)	Surname

<b>Date of Change of Details</b>	<span style="color: red;">dd mm yyyy</span>
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**Please complete the appropriate sections to indicate which of your details have changed**

**Change of Name details – Please state new name in full**

Title	Name	Surname
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**Change of Usual Address – Please state new address in full**

Building name/number	_____
Street	_____
Town	_____
Region or State	_____
Postcode	_____
Country	_____

**Change of nationality – Please state new nationality**

Change of nationality	
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**Change of other details:**

Extent of Authority:	Authorised to act <sup>9</sup> <div style="display: flex; justify-content: space-around; text-align: center;"> <span><b>Alone</b></span> <span><b>Jointly</b></span> </div>
If authorised to act jointly name of person <hr style="width: 50%; margin-left: auto; margin-right: auto;"/>	

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<sup>9</sup> Delete as applicable

Alterations to the particulars of the corporate person authorised to represent the company as permanent representative of the company for the business of the Branch continuation page (page 1 of 2)

**Branch Number** \_\_\_\_\_

**Branch Name** \_\_\_\_\_ **Limited**

**Corporate Person authorised to represent the company **current** details**

<b>Corporate Name in full</b>  _____
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<b>Date of Change of Details</b>	dd mm yyyy
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**Please complete the appropriate sections to indicate which of your details have changed**

**Change of Name details – Please state new corporate name in full**

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**Change of Registered or Principal Office Address – Please state new address in full**

Building name/number	_____
Street	_____
Town	_____
Region or State	_____
Postcode	_____
Country	_____

**Change of other details:**

Extent of Authority:	Authorised to act <sup>10</sup>  <b>Alone</b> <b>Jointly</b>
If authorised to act jointly name of person  _____	

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<sup>10</sup> Delete as applicable

Termination of appointment of person authorised to represent the company as permanent representative of the company for the business of the Branch  
 continuation page

**Branch Number** \_\_\_\_\_

**Branch Name** \_\_\_\_\_ **Limited**

<b>Date of Termination of Appointment</b> <sup>11</sup>	dd mm yyyy	
<b>Title</b>	<b>Date of Birth</b> <span style="float: right;">dd mm yyyy</span>	
<b>Present Forename (s)</b>	<b>Any Former Forename (s)</b>	
<b>Present Surname</b>	<b>Any Former Surname (s)</b>	
<b>Nationality</b>	<b>Nationality of Origin</b>	
<b>Corporate Name in full</b>  _____		

<sup>11</sup> Only one person / corporate person authorised to represent the company as permanent representative of the company for the business of the Branch can be terminated per form