



Return of Particulars of Directors, Managers and Secretaries, and of any change therein.

(Appointments, Changes and Terminations)

As required by Section 222 & 223 of the Companies Act 2014 to be delivered to the Registrar within 14 days from an appointment and/or 14 days from a termination and/or 14 days from any change in the particulars.

Please print and complete the front page of this form and any other relevant page only

You may use this combined form to file particulars of appointments, changes and/or terminations of both directors/managers and secretaries falling within the same 14-day period. Alternatively, you may use the forms available on our website for the filing of an appointment, a termination and/or any change in the particulars of directors, managers and/or secretaries separately.

When a return includes appointments, changes and/or terminations made on different dates, the registration of the return should be effected within 14 days of the first date.

Please use a separate form of return for appointments, changes and/or terminations that do not fall within the same 14 day period.

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

**Company
Number**

**Company
Name**

I ¹ _____ am signing this Return on behalf of the company.

Signature _____ Position held _____

Date _____

Presented by	Name
	Address
	Tel
	e-mail

¹ This form may be signed by a Director, Secretary or Person duly authorised by the company

Appointment of Individual Director

In accordance with
Section 222 of the
Companies Act 2014

Company Number

Company Name In Full

Date of Director's Appointment	dd mm yyyy	
Title	Date of Birth	dd mm yyyy
Present Forename (s)	Any Former Forename (s)	
Present Surname	Any Former Surname (s)	
Address		
Building name/number		
Street		
Town		
Region or State		
Postcode		
Country		
Nationality	Nationality of Origin	
Business occupation (if any) if s/he has no business occupation but holds any other directorship or directorships, particulars of that directorship or at least one of those directorships		

I ² _____ am signing this Return on behalf of the company.

Signature _____ Position held _____

If you wish to appoint more than one director, please use the 'Director Appointments' continuation page.

² This form may be signed by a Director, Secretary or Person duly authorised by the company

Appointment of Corporate Director

In accordance with
Section 222 of the
Companies Act 2014

Company Number

Company Name In Full

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

I ³ _____ am signing this Return on behalf of the company.

Signature _____ Position held _____

If you wish to appoint more than one corporate director, please use the 'Corporate Director Appointments' continuation page.

³ This form may be signed by a Director, Secretary or Person duly authorised by the company

Appointment of Individual Manager

In accordance with
Section 222 of the
Companies Act 2014

Company Number

Company Name In Full

Date of Manager's Appointment	dd mm yyyy	
Title	Date of Birth	dd mm yyyy
Present Forename (s)	Any Former Forename (s)	
Present Surname	Any Former Surname (s)	
Address		
Building name/number		
Street		
Town		
Region or State		
Postcode		
Country		
Nationality	Nationality of Origin	
Business occupation (if any) if s/he has no business occupation but holds any other directorship or directorships, particulars of that directorship or at least one of those directorships		

I ⁴ _____ am signing this Return on behalf of the company.

Signature _____ Position held _____

If you wish to appoint more than one manager, please use the 'Manager appointments' continuation page.

⁴ This form may be signed by a Director, Secretary or Person duly authorised by the company

Appointment of Corporate Manager

In accordance with
Section 222 of the
Companies Act 2014

Company Number

Company Name In Full

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

I ⁵ _____ am signing this Return on behalf of the company.

Signature _____ Position held _____

If you wish to appoint more than one corporate manager, please use the 'Corporate Manager appointments' continuation page.

⁵ This form may be signed by a Director, Secretary or Person duly authorised by the company

Appointment of Individual Secretary

In accordance with
Section 223 of the
Companies Act 2014

Company Number

Company Name In Full

Date of Secretary's Appointment	dd mm yyyy	
Title	Date of Birth	dd mm yyyy
Present Forename (s)	Any Former Forename (s)	
Present Surname	Any Former Surname (s)	
Address		
Building name/number		
Street		
Town		
Region or State		
Postcode		
Country		
Nationality	Nationality of Origin	
Occupation (if any)		

I ⁶ _____ am signing this Return on behalf of the company.

Signature _____ Position held _____

If you wish to appoint more than one secretary, please use the 'Secretary Appointments' continuation page.

⁶ This form may be signed by a Director, Secretary or Person duly authorised by the company

Appointment of Corporate Secretary

In accordance with
Section 223 of the
Companies Act 2014

Company Number

Company Name In Full

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

I ⁷ _____ am signing this Return on behalf of the company.

Signature _____ Position held _____

If you wish to appoint more than one corporate secretary, please use the 'Corporate Secretary Appointments' continuation page.

⁷ This form may be signed by a Director, Secretary or Person duly authorised by the company

Change of Director's Details

In accordance with
Section 222 of the
Companies Act 2014

Company Number

Company Name In Full

Director's **current** details on the Register

Title	Date of Birth dd mm yyyy
Full forename (s)	Surname

Date of Change of Details	dd mm yyyy
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Please complete the appropriate sections to indicate which of your details have changed

Change of Name details

Title	Name	Surname
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Change of Address

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

Change of other details

Change of nationality	
Change of business occupation	

I ⁸ _____ am signing this Return on behalf of the company.

Signature _____ Position held _____

If you wish to change more than one director's details, please use the 'Change of Director's Details' continuation page.

⁸ This form may be signed by a Director, Secretary or Person duly authorised by the company

Change of Corporate Director's Details

In accordance with
Section 222 of the
Companies Act 2014

Company Number

**Company Name
In Full**

Corporate Director's current details on the Register

Corporate Name in full

Date of Change of Details

dd mm yyyy

Please complete the appropriate sections to indicate which of your details have changed

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

Change of Registered or Principal Office Address

Building name/number

Street

Town

Region or State

Postcode

Country

I ⁹ _____ am signing this Return on behalf of the company.

Signature _____ Position held _____

If you wish to change more than one corporate director's details, please use the 'Change of Corporate Director's Details' continuation page.

⁹ This form may be signed by a Director, Secretary or Person duly authorised by the company

Change of Manager's Details

In accordance with
Section 222 of the
Companies Act 2014

Company Number

Company Name In Full

Manager's **current** details on the Register

Title	Date of Birth dd mm yyyy
Full forename (s)	Surname

Date of Change of Details	dd mm yyyy
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Please complete the appropriate sections to indicate which of your details have changed

Change of Name details

Title	Name	Surname
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Change of Address

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

Change of other details

Change of nationality	
Change of business occupation	

I ¹⁰ _____ am signing this Return on behalf of the company.

Signature _____ Position held _____

If you wish to change more than one manager's details, please use the 'Change of Manager's Details' continuation page.

¹⁰ This form may be signed by a Director, Secretary or Person duly authorised by the company

Change of Corporate Manager's Details

In accordance with
Section 222 of the
Companies Act 2014

Company Number

Company Name In Full

Corporate Manager's current details on the Register
Corporate Name in full

Date of Change of Details	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 your new corporate name in full

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Change of Registered or Principal Office Address

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

I ¹¹ _____ am signing this Return on behalf of the company.

Signature _____ Position held _____

If you wish to change more than one manager's details, please use the 'Change of Manager's Details' continuation page.

¹¹ This form may be signed by a Director, Secretary or Person duly authorised by the company

Change of Secretary's Details

In accordance with
Section 223 of the
Companies Act 2014

Company Number

Company Name In Full

Secretary's **current** details on the Register

Title	Date of Birth dd mm yyyy
Full forename (s)	Surname

Date of Change of Details	dd mm yyyy
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Please complete the appropriate sections to indicate which of your details have changed

Change of Name details

Title	Name	Surname
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Change of Address

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

Change of other details

Change of nationality	
Change of business occupation	

I ¹² _____ am signing this Return on behalf of the company.

Signature _____ Position held _____

If you wish to change more than one secretary's details, please use the 'Change of Secretary's Details' continuation page.

¹² This form may be signed by a Director, Secretary or Person duly authorised by the company

Change of Corporate Secretary's Details

In accordance with
Section 223 of the
Companies Act 2014

Company Number

Company Name In Full

Corporate Secretary's current details on the Register
Corporate Name in full

Date of Change of Details	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 your new corporate name in full

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Change of Registered or Principal Office Address

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

I ¹³ _____ am signing this Return on behalf of the company.

Signature _____ Position held _____

If you wish to change more than one corporate secretary's details, please use the 'Change of Corporate Secretary's Details' continuation page.

¹³ This form may be signed by a Director, Secretary or Person duly authorised by the company

Termination of Appointment of Director

In accordance with
Section 222 of the
Companies Act 2014

Company Number

Company Name In Full

Date of Termination of Appointment ¹⁴	dd mm yyyy	
Title	Date of Birth	dd mm yyyy
Present Forename (s)	Any Former Forename (s)	
Present Surname	Any Former Surname (s)	
Nationality	Nationality of Origin	
Corporate Name in full <hr/>		

I ¹⁵ _____ am signing this Return on behalf of the company.

Signature _____ Position held _____

If you wish to terminate more than one director's appointment, please use the 'Termination of Appointment of Director' continuation page.

¹⁴ Only one director appointment can be terminated per form

¹⁵ This form may be signed by a Director, Secretary or Person duly authorised by the company

Termination of Appointment of Manager

In accordance with
Section 222 of the
Companies Act 2014

Company Number

Company Name In Full

Date of Termination of Appointment ¹⁶	dd mm yyyy	
Title	Date of Birth	dd mm yyyy
Present Forename (s)	Any Former Forename (s)	
Present Surname	Any Former Surname (s)	
Nationality	Nationality of Origin	
Corporate Name in full <hr/>		

I ¹⁷ _____ am signing this Return on behalf of the company.

Signature _____ Position held _____

If you wish to terminate more than one manager's appointment, please use the 'Termination of Appointment of Manager' continuation page.

¹⁶ Only one manager appointment can be terminated per form

¹⁷ This form may be signed by a Director, Secretary or Person duly authorised by the company

Termination of Appointment of Secretary

In accordance with
Section 223 of the
Companies Act 2014

Company Number

Company Name In Full

Date of Termination of Appointment ¹⁸	dd mm yyyy	
Title	Date of Birth	dd mm yyyy
Present Forename (s)	Any Former Forename (s)	
Present Surname	Any Former Surname (s)	
Nationality	Nationality of Origin	
Corporate Name in full <hr/>		

I ¹⁹ _____ am signing this Return on behalf of the company.

Signature _____ Position held _____

If you wish to terminate more than one secretary's appointment, please use the 'Termination of Appointment of Secretary' continuation page.

¹⁸ Only one secretary appointment can be terminated per form

¹⁹ This form may be signed by a Director, Secretary or Person duly authorised by the company