



Part XII — Return of Alterations in the List and Particulars of the Secretaries of a company incorporated outside Gibraltar which has established a place of business within Gibraltar

(Appointments, Changes and Terminations)

Please only print the pages that you need

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

Registration No. _____

Company Name _____ **Limited**

A company incorporated in¹ _____ and which has established a place of business in Gibraltar

I² _____ am signing this Return of Alterations in the List and Particulars of the Secretaries on behalf of the company.

Signature _____ Position held _____

Date _____

Presented by	Name
	Address
	Tel
	e-mail

¹ Country of Origin

² Name of the person authorised under Sec 432 (c) of the Companies Act or of some other 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)		

I³ _____ 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.

³ 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 <hr/>	
Registered or Principal Office Address	
Building name/number	<hr/>
Street	<hr/>
Town	<hr/>
Region or State	<hr/>
Postcode	<hr/>
Country	<hr/>

I ⁴ _____ 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.

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

Change of Secretary's Details

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 ⁵ _____ 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.

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

Change of Corporate Secretary's Details

Company Number

Company Name
In FullCorporate Secretary'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

I⁶ _____ 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.

⁶ 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 ⁷	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		

I⁸ _____ 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.

⁷ Only one secretary appointment can be terminated per form

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