



Companies Act 1985

1985 CHAPTER 6

PART IX

A COMPANY'S MANAGEMENT; DIRECTORS AND SECRETARIES; THEIR QUALIFICATIONS, DUTIES AND RESPONSIBILITIES

Other provisions about directors and officers

305 Directors' names on company correspondence, etc.

- (1) A company to which this section applies shall not state, in any form, the name of any of its directors (otherwise than in the text or as a signatory) on any business letter on which the company's name appears unless it states on the letter in legible characters [^{F1}the name of every director of the company].
- (2) This section applies to—
 - (a) every company registered under this Act or under the former Companies Acts (except a company registered before 23rd November 1916); and
 - (b) every company incorporated outside Great Britain which has an established place of business within Great Britain, unless it had established such a place of business before that date.
- (3) If a company makes default in complying with this section, every officer of the company who is in default is liable for each offence to a fine; and for this purpose, where a corporation is an officer of the company, any officer of the corporation is deemed an officer of the company.
- [^{F2}(4) For the purposes of the obligation under section (1) to state the name of every director of the company, a person's "name" means—
 - (a) in the case of an individual, his Christian name (or other forename) and surname; and
 - (b) in the case of a corporation or Scottish firm, its corporate or firm name.

Status: Point in time view as at 01/02/1991. This version of this provision has been superseded.

Changes to legislation: Companies Act 1985, Section 305 is up to date with all changes known to be in force on or before 27 July 2024. There are changes that may be brought into force at a future date. Changes that have been made appear in the content and are referenced with annotations. (See end of Document for details)

- (5) The initial or a recognised abbreviation of a person’s Christian name or other forename may be stated instead of the full Christian name or other forename.
- (6) In the case of a peer, or an individual usually known by a title, the title may be stated instead of his Christian name (or other forename) and surname or in addition to either or both of them.
- (7) In this section “director” includes a shadow director and the reference in subsection (3) to an “officer” shall be construed accordingly.]

Textual Amendments

- F1** Words substituted by Companies Act 1989 (c. 40, SIF 27), ss. 145, 213(2), **Sch. 19 para. 4(2)**
- F2** S. 305(4)–(7) substituted for s. 305(4) by Companies Act 1989 (c. 40, SIF 27), ss. 145, 213(2), **Sch. 19 para. 4(3)**

Modifications etc. (not altering text)

- C1** S. 305 modified (1.2.2001) by 2000 c. 38, **s. 56(4)(5)(b)(8)**; S.I. 2001/57, art. 3(1), **Sch. 2 Pt. I** (subject to transitional provisions and saving in **Sch. 2 Pt. II**)
- C2** S. 305 modified (22.2.2008) by The Northern Rock plc **Transfer Order 2008** (S.I. 2008/432), arts. 1(2), 17(1), **Sch. para. 1(b)**

Status:

Point in time view as at 01/02/1991. This version of this provision has been superseded.

Changes to legislation:

Companies Act 1985, Section 305 is up to date with all changes known to be in force on or before 27 July 2024. There are changes that may be brought into force at a future date. Changes that have been made appear in the content and are referenced with annotations.