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STATUTORY INSTRUMENTS

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**1995 No. 736**

**COMPANIES**

**The Companies (Forms) (Amendment) Regulations 1995**

*Made* - - - - *7th March 1995*

*Coming into force* - - *1st April 1995*

The Secretary of State, in exercise of the powers conferred on him by the enactments specified in Schedule 1 to these Regulations, hereby makes the following Regulations:

1. These Regulations may be cited as the Companies (Forms) (Amendment) Regulations 1995 and shall come into force on 1st April 1995.

2. In these Regulations:

“the 1985 Act” means the Companies Act 1985(1);

“the 1985 Regulations” means the Companies (Forms) Regulations (1985)(2);

“the 1990 Regulations” means the Companies (Forms) (Amendment) Regulations 1990(3);

“the 1990 (No. 2) Regulations” means the Companies (Forms Amendment No. 2 and Company’s Type and Principal Business Activities) Regulations 1990(4); and

“the 1991 Regulations” means the Companies (Forms) (No. 2) Regulations 1991(5).

3. With effect from 1st April 1995, forms 6, 10, 12, 30(5)(a), 30(5)(b), 30(5)(c), 43(3), 43(3)(e), 49(1), 49(8)(a), 51, 53, 54, 117, 190, ±(1), ±(3), 287, 288a, 288b, 288c, 318, 325, 353, 363a and 391 in Schedule 2 to these Regulations, with such variations as circumstances require, are forms prescribed for the purposes of sections 6(1)(b)(i), 10(2), 12(3), 30(5), 43(3) and (3)(e), 49(4), 49(8)(a), 51(4), 53(1)(b), 54(4), 117(2) and (3), 190(5), ±(1), ±(3), 287(3), 288(2), 318(4), 325 and paragraph 27 of Schedule 13, sections 353(2), 363(2)(a) and 391(2) of the 1985 Act respectively.

4.—(1) With effect from 1st April 1995, forms 363b and 363s in Schedule 2 to the 1990 (No. 2) Regulations are revoked.

(2) With effect from 1st April 1996, the following forms are revoked:—

(a) forms 6, 12, 30(5)(a), 30(5)(b), 30(5)(c), 43(3), 43(3)(e), 49(1), 49(8)(a), 51, 53, 54, 117, 190, ±(1), ±(3), 318, 325, 353 and 391 in Schedule 2 to the 1985 Regulations;

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(1) 1985 c. 6.

(2) S.I.1985/854, amended by S.I. 1986/2097, 1987/752, 1988/1359, 1990/572, 1990/1766, 1991/879, 1991/1259 and 1992/3006.

(3) S.I. 1990/572

(4) S.I. 1990/1766.

(5) S.I. 1991/1259.

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- (b) form 287 in Schedule 2 to the 1990 Regulations;
- (c) forms 10, 288 and 363a in Schedule 2 to the 1990 (No. 2) Regulations; and
- (d) form 363a in Schedule 2 to the 1991 Regulations.

5. With effect from 1st April 1995, a form 288a prescribed by these Regulations if annexed to a return in form 363s in Schedule 2 to the 1991 Regulations is a prescribed form for the purposes of section 363(2) of the 1985 Act to the extent that it gives information required by section 364(1) (d) to (f) of that Act.

7th March 1995

*David Durham*  
A Grade 4 Officer in the  
Department of Trade and Industry

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## SCHEDULE 1

The Companies Act 1985, sections 6(1)(b)(i), 10(2), 12(3), 30(5), 43(3) and (3)(e), 49(4), 49(8)(a), 51(4), 53(1)(b), 54(4), 117(2) and (3), 190(5), ±(1), ±(3), 287(3) (as substituted by section 136 of the Companies Act 1989(6)), 288(2), 318(4), 325 and paragraph 27 of Schedule 13, 353(2), 363(2) (a) (as substituted by section 139 of the Companies Act 1989), 391(2) and 744.

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(6) 1989 c. 40.

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SCHEDULE 2

Regulation 3

# 6

**Cancellation of alteration to the objects of a company**

**Company Number**

**Company Name in full**

An application was made to the Court on:

Day    Month    Year

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for the cancellation of the alteration made to the objects of the company by a special resolution passed on:

Day    Month    Year

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**Signed**

**Date**

† Please delete as appropriate.

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

† a director / secretary / administrator / administrative receiver / receiver manager / receiver

Tel	
DX number	DX exchange

Form revised March 1995

When you have completed and signed the form please send it to the Registrar of Companies at:

**Companies House, Crown Way, Cardiff, CF4 3UZ    DX 33050 Cardiff**  
for companies registered in England and Wales  
**or**  
**Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB**  
for companies registered in Scotland    **DX 235 Edinburgh**

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# 10

**First directors and secretary and intended situation of registered office**

**Company Name in full**

**Proposed Registered Office**

(PO Box numbers only, are not acceptable)

Post town

County / Region

Postcode

If the memorandum is delivered by an agent for the subscriber(s) of the memorandum mark the box opposite and give the agent's name and address.

Agent's Name

Address

Post town

County / Region

Postcode

Number of continuation sheets attached

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

<input type="text"/>	
<input type="text"/>	
<input type="text"/>	
Tel	
DX number	DX exchange

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or

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for companies registered in Scotland **DX 235 Edinburgh**

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**Company Secretary**

Company name

**NAME** \*Style / Title  \*Honours etc

\* Voluntary details Forename(s)

Surname

Previous forename(s)

Previous surname(s)

**Address**

**Usual residential address**  
For a corporation, give the registered or principal office address.

Post town

County / Region  Postcode

Country

I consent to act as secretary of the company named on page 1

**Consent signature**  **Date**

**Directors**

Please list directors in alphabetical order

**NAME** \*Style / Title  \*Honours etc

Forename(s)

Surname

Previous forename(s)

Previous surname(s)

**Address**

**Usual residential address**  
For a corporation, give the registered or principal office address.

Post town

County / Region  Postcode

Country

Day  Month  Year  **Nationality**

**Date of birth**

**Business occupation**

**Other directorships**

I consent to act as director of the company named on page 1

**Consent signature**  **Date**

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

**Directors** (continued)

	<b>NAME</b>	*Style / Title	<input type="text"/>	*Honours etc	<input type="text"/>
* Voluntary details		Forename(s)	<input type="text"/>		
		Surname	<input type="text"/>		
		Previous forename(s)	<input type="text"/>		
		Previous surname(s)	<input type="text"/>		
	<b>Address</b>	<input type="text"/>			
	<b>Usual residential address</b>	<input type="text"/>			
	For a corporation, give the registered or principal office address.	Post town	<input type="text"/>		
		County / Region	<input type="text"/>	Postcode	<input type="text"/>
		Country	<input type="text"/>		
		Day	Month	Year	
	<b>Date of birth</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<b>Nationality</b> <input type="text"/>
	<b>Business occupation</b>	<input type="text"/>			
	<b>Other directorships</b>	<input type="text"/>			
		<input type="text"/>			
		I consent to act as director of the company named on page 1			
	<b>Consent signature</b>	<input type="text"/>	<b>Date</b>	<input type="text"/>	

<b>This section must be signed by</b>	
<b>Either</b>	
<b>an agent on behalf of all subscribers</b>	<b>Signed</b> <input type="text"/> <b>Date</b> <input type="text"/>
<b>Or the subscribers</b>	<b>Signed</b> <input type="text"/> <b>Date</b> <input type="text"/>
<b>( i.e those who signed as members on the memorandum of association).</b>	<b>Signed</b> <input type="text"/> <b>Date</b> <input type="text"/>
	<b>Signed</b> <input type="text"/> <b>Date</b> <input type="text"/>
	<b>Signed</b> <input type="text"/> <b>Date</b> <input type="text"/>
	<b>Signed</b> <input type="text"/> <b>Date</b> <input type="text"/>
	<b>Signed</b> <input type="text"/> <b>Date</b> <input type="text"/>

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**Company Secretary**

**Form 10 Continuation Sheet**

Company number

**NAME** \*Style / Title  \*Honours etc

\* Voluntary details Forename(s)

Surname

Previous forename(s)

Previous surname(s)

**Address**

**Usual residential address**  
For a corporation, give the registered or principal office address.

Post town

County / Region  Postcode

Country

I consent to act as secretary of the company named on page 1

**Consent signature**  **Date**

**Directors**

Please list directors in alphabetical order

**NAME** \*Style / Title  \*Honours etc

Forename(s)

Surname

Previous forename(s)

Previous surname(s)

**Address**

**Usual residential address**  
For a corporation, give the registered or principal office address.

Post town

County / Region  Postcode

Country

Day Month Year

**Date of birth**    **Nationality**

**Business occupation**

**Other directorships**

I consent to act as director of the company named on page 1

**Consent signature**  **Date**



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### Company Secretary

<b>NAME</b>	*Style / Title	<input type="text"/>	*Honours etc	<input type="text"/>
* Voluntary details	Forename(s)	<input type="text"/>		
	Surname	<input type="text"/>		
	Previous forename(s)	<input type="text"/>		
	Previous surname(s)	<input type="text"/>		
<b>Address</b>	<input type="text"/>			
<b>Usual residential address</b>	<input type="text"/>			
For a corporation, give the registered or principal office address.	Post town	<input type="text"/>		
	County / Region	<input type="text"/>	Postcode	<input type="text"/>
	Country	<input type="text"/>		
	I consent to act as secretary of the company named on page 1			
<b>Consent signature</b>	<input type="text"/>	<b>Date</b>	<input type="text"/>	

### Directors

Please list directors in alphabetical order

<b>NAME</b>	*Style / Title	<input type="text"/>	*Honours etc	<input type="text"/>
	Forename(s)	<input type="text"/>		
	Surname	<input type="text"/>		
	Previous forename(s)	<input type="text"/>		
	Previous surname(s)	<input type="text"/>		
<b>Address</b>	<input type="text"/>			
<b>Usual residential address</b>	<input type="text"/>			
For a corporation, give the registered or principal office address.	Post town	<input type="text"/>		
	County / Region	<input type="text"/>	Postcode	<input type="text"/>
	Country	<input type="text"/>		
	Day	Month	Year	
<b>Date of birth</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<b>Nationality</b> <input type="text"/>
<b>Business occupation</b>	<input type="text"/>			
<b>Other directorships</b>	<input type="text"/>			
	<input type="text"/>			
	I consent to act as director of the company named on page 1			
<b>Consent signature</b>	<input type="text"/>	<b>Date</b>	<input type="text"/>	

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# 12

### Declaration on application for registration

**Company Name in full**

I,

of

† Please delete as appropriate.

do solemnly and sincerely declare that I am a [Solicitor engaged in the formation of the company][person named as director or secretary of the company in the statement delivered to the Registrar under section 10 of the Companies Act 1985]† and that all the requirements of the Companies Act 1985 in respect of the registration of the above company and of matters precedent and incidental to it have been complied with.

And I make this solemn Declaration conscientiously believing the same to be true and by virtue of the Statutory Declarations Act 1835.

**Declarant's signature**

Declared at

the

day of

One thousand nine hundred and ninety

● Please print name.

before me ●

**Signed**

**Date**

A Commissioner for Oaths or Notary Public or Justice of the Peace or Solicitor

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

Tel
DX number                      DX exchange

When you have completed and signed the form please send it to the Registrar of Companies at:

**Companies House, Crown Way, Cardiff, CF4 3UZ    DX 33050 Cardiff**  
for companies registered in England and Wales  
**or**  
**Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB**  
for companies registered in Scotland                      **DX 235 Edinburgh**

Form revised March 1995



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# 30(5)(b)

## Declaration on application for registration under section 680 of the Companies Act 1985 of a company exempt from the requirement to use the word "limited" or "cyfyngedig"

**Company Name in full**

I,

of

and I

of

being <sup>ⓐ</sup>

<sup>ⓐ</sup> Please state whether directors or other principal officers of the company.

do solemnly and sincerely declare that the company complies with the requirements of section 30(3) of the Companies Act 1985. And we make this solemn Declaration conscientiously believing the same to be true and by virtue of the Statutory Declarations Act 1835.

**Declarants' signatures**

Declared at

the

day of

One thousand nine hundred and ninety

<sup>ⓐ</sup> Please print name.

before me <sup>ⓐ</sup>

**Signed**

**Date**

A Commissioner for Oaths or Notary Public or Justice of the Peace or Solicitor

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

Tel	
DX number	DX exchange

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# 30(5)(c)

## Change of name omitting "limited" or "cyfyngedig"

**Company Number**

**Company Name in full**

I,   
of

● Please delete as appropriate.

[a director][the secretary]<sup>Ⓣ</sup> of the company do solemnly and sincerely declare that the company complies with the requirements of section 30(3) of the Companies Act 1985.

And I make this solemn Declaration conscientiously believing the same to be true and by virtue of the Statutory Declarations Act 1835.

**Declarant's signature**

Declared at

the  day of

One thousand nine hundred and ninety

Ⓣ Please print name.

before me Ⓣ

**Signed**  **Date**

A Commissioner for Oaths or Notary Public or Justice of the Peace or Solicitor

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

<input type="text"/>	
<input type="text"/>	
<input type="text"/>	
Tel	
DX number	DX exchange

When you have completed and signed the form please send it to the Registrar of Companies at:  
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for companies registered in England and Wales  
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# 43(3)

## Application by a private company for re-registration as a public company

Company Number

Company Name in full

applies to be re-registered as a public company by the name of:

● Please insert full name of company amended to make it appropriate for this company as a public limited company.

and for that purpose delivers the following documents for registration:

1. A declaration on form 43(3)(e) by a director or secretary, according to section 43(3)(e) of the Companies Act 1985
2. A printed copy of the memorandum and articles as altered in pursuance of the special resolution under section 43(1)(a) of the above Act
3. A copy of the auditors written statement in relation to section 43(3)(b) of the above Act
4. A copy of the relevant balance sheet with the auditors unqualified report
- 5. A copy of any valuation report.

● Please delete if section 44 of the Act does not apply.

Signed  Date

† Please delete as appropriate.

† a director / secretary

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

Tel	
DX number	DX exchange

When you have completed and signed the form please send it to the Registrar of Companies at:

**Companies House, Crown Way, Cardiff, CF4 3UZ DX 33050 Cardiff**  
for companies registered in England and Wales

**or**  
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for companies registered in Scotland **DX 235 Edinburgh**

Form revised March 1995

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# 43(3)(e)

## Declaration on application by a private company for re-registration as a public company

**Company Number**

**Company Name in full**

I,

of

● Please delete as appropriate.

● [a director][the secretary] of the company do solemnly and sincerely declare that:

Day Month Year

1. the company passed a special resolution on    that the company be re-registered as a public company;
2. the conditions of sections 44 and 45 of the Companies Act 1985 (so far as applicable) have been satisfied;
3. between the balance sheet date and the application for re-registration, there has been no change in the company's financial position resulting in the amount of its net assets becoming less than the sum of its called-up share capital and undistributable reserves.

And I make this solemn Declaration conscientiously believing the same to be true and by virtue of the Statutory Declarations Act 1835

**Declarant's signature**

Declared at

the  day of

One thousand nine hundred and ninety

● Please print name.

before me ●

**Signed**  **Date**

A Commissioner for Oaths or Notary Public or Justice of the Peace or Solicitor

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

Tel
DX number                      DX exchange

When you have completed and signed the form please send it to the Registrar of Companies at:

**Companies House, Crown Way, Cardiff, CF4 3UZ    DX 33050 Cardiff**  
for companies registered in England and Wales

**or**  
**Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB**  
for companies registered in Scotland                      **DX 235 Edinburgh**

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# 49(1)

## Application by a limited company to be re-registered as unlimited

**Company Number**

**Company Name in full**

applies to be re-registered as unlimited.

The following documents are attached in support of this application for the company to be re-registered as unlimited:

1. Signed assents by or on behalf of all the members of the company (Form No. 49(8)(a))
2. <sup>Ⓐ</sup>A statutory declaration made by the directors of the company according to section 49(8)(b) of the Companies Act 1985
3. A printed copy of the company's memorandum incorporating the alterations set out overleaf
4. <sup>Ⓑ</sup>[A printed copy of the company's articles incorporating the alterations set out overleaf][Printed articles for registration, the company not having previously registered articles].

**NOTE:**

Alterations in the memorandum and articles should be set out overleaf.

- Ⓐ A non prescribed form of Statutory Declaration (form No. 49 (8) (b)) is available.
- Ⓑ Please delete as appropriate.

**Nominal share capital (if any) provided for in the articles as altered**

Ⓒ If the currency is not in Pounds Sterling, please quote the currency used.

Ⓒ £

**Signed**  **Date**

† Please delete as appropriate.

† a director / secretary

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

Tel	
DX number	DX exchange

When you have completed and signed the form please send it to the Registrar of Companies at:

**Companies House, Crown Way, Cardiff, CF4 3UZ DX 33050 Cardiff**  
for companies registered in England and Wales

**or**  
**Companies House, 37 Castle Terrace, Edinburgh, EH1 3DJ DX 235 Edinburgh**  
for companies registered in Scotland



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Company Number

49(1) Continuation

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# 49(8)(a)

## Members' assent to company being re-registered as unlimited

Company Number

Company Name in full

We, being all the members of the company, assent to the company being re-registered as unlimited

Member's name in full

Address

Post town

County / Region  Postcode

Signature of member ( or person lawfully authorised to sign on the member's behalf )  Date

Member's name in full

Address

Post town

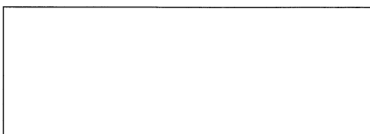
County / Region  Postcode

Signature of member (or person lawfully authorised to sign on the member's behalf)  Date

Please enter in the box opposite the number of continuation sheets attached

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

<input type="text"/>	
<input type="text"/>	
Tel	
DX number	DX exchange



When you have completed and signed the form please send it to the Registrar of Companies at:  
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for companies registered in England and Wales  
or  
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for companies registered in Scotland DX 235 Edinburgh

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**continuation sheet No**   
**Form Number 49(8)(a)**

**Members' assent to company being re-registered as unlimited (continuation)**

**Company Number**

**Company Name in full**

We, being all the members of the company, assent to the company being re-registered as unlimited

Member's name in full

Address

Post town

County / Region  Postcode

Signature of member ( or person lawfully authorised to sign on the member's behalf )  Date

Member's name in full

Address

Post town

County / Region  Postcode

Signature of member ( or person lawfully authorised to sign on the member's behalf )  Date

Member's name in full

Address

Post town

County / Region  Postcode

Signature of member ( or person lawfully authorised to sign on the member's behalf )  Date

Member's name in full

Address

Post town

County / Region  Postcode

Signature of member ( or person lawfully authorised to sign on the member's behalf )  Date

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# 51

**Application by an unlimited company to be re-registered as limited**

**Company Number**

**Company Name in full**

A Special Resolution authorising the re-registration of the company as limited was passed on

Day    Month    Year

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The following documents are attached in support of this application

● Please delete if previously presented for registration.

- 1.● [A copy of the Special Resolution that the company be re-registered as limited].
2. A printed copy of the memorandum and articles as altered by the Special Resolution that the company be re-registered as limited.
3. A printed copy of the articles as altered by the Special Resolution.

**Nominal share capital (if any) provided for in the articles as altered**

£

**Signed**  **Date**

† Please delete as appropriate.

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

† a director / secretary

Tel	
DX number	DX exchange

When you have completed and signed the form please send it to the Registrar of Companies at:

**Companies House, Crown Way, Cardiff, CF4 3UZ    DX 33050 Cardiff**  
for companies registered in England and Wales

**or**  
**Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB**  
for companies registered in Scotland **DX 235 Edinburgh**

Form revised March 1995

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# 53

### Application by a public company for re-registration as a private company

**Company Number**

**Company Name in full**

applies to be re-registered as a private company by the name of:

❶ Please insert name of company amended to make it appropriate for this company as a private limited.

❶

and for that purpose delivers the following documents for registration:

❷ Please delete if previously presented for registration.

- 1.❷ [A copy of the Special Resolution that the company be re-registered as a private company]
2. A printed copy of the memorandum and articles as altered by the Special Resolution that the company be re-registered as a private company.

**Signed**  **Date**

† Please delete as appropriate.

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

† a director / secretary

Tel
DX number                      DX exchange

When you have completed and signed the form please send it to the Registrar of Companies at:  
**Companies House, Crown Way, Cardiff, CF4 3UZ    DX 33050 Cardiff**  
 for companies registered in England and Wales  
**or**  
**Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB**  
 for companies registered in Scotland                      **DX 235 Edinburgh**



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# 117

## Application by a public company for certificate to commence business

**Company Number**

**Company Name in full**

applies for a certificate that it is entitled to do business and exercise borrowing powers, and, for that purpose,

I,   
of

● Please delete as appropriate.

● [ a director][the secretary ] of the above company do solemnly and sincerely declare that:-

1. the aggregate nominal value of the company's allotted share capital is not less than £50,000

2. the aggregate amount paid up on the allotted share capital of the company at the time of this application is

£

3. the ● [estimated] amount of the preliminary expenses of the company is

£

● Please insert the name(s) of person(s) by whom expenses paid or payable.

●

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

Tel   
DX number  DX exchange

When you have completed and signed the form please send it to the Registrar of Companies at:

**Companies House, Crown Way, Cardiff, CF4 3UZ DX 33050 Cardiff**  
for companies registered in England and Wales

**or**  
**Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB**  
for companies registered in Scotland **DX 235 Edinburgh**

Form revised March 1995

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

•[4a. no amount or benefit has been paid or given or is intended to be paid or given to any of the promoters of the company]

•[4b. the amount or benefit paid or given or intended to be paid or given to any promoter of the company is:]

• Please delete as appropriate.

Promoter No 1;

The amount paid or intended to be paid	£
Any benefit given or intended to be given	
The consideration for such payment or benefit	

Promoter No 2;

The amount paid or intended to be paid	£
Any benefit given or intended to be given	
The consideration for such payment or benefit	

Promoter No 3;

The amount paid or intended to be paid	£
Any benefit given or intended to be given	
The consideration for such payment or benefit	

And I make this solemn Declaration conscientiously believing the same to be true and by virtue of the Statutory Declarations Act 1835.

**Declarant's signature**

Declared at

the

day of

One thousand nine hundred and ninety

•Please print name.

before me •

**Signed**

**Date**

A Commissioner for Oaths or Notary Public or Justice of the Peace or Solicitor



**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

# 190

**Location of register of debenture holders**

**Company Number**

**Company Name in full**

gives notice that †[a register][registers]†[in duplicate form] of holders of debentures of the company of the classes mentioned below †[is][are] kept at:

**NOTE:**  
This notice is not required where the register is, and has always been, kept at the Registered Office

**Address**

**Post town**

**County / region**

**Postcode**

**Brief description of class of debentures**

**Signed**

**Date**

† Please delete as appropriate.

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

† a director / secretary

Tel	
DX number	DX exchange

Form revised March 1995

When you have completed and signed the form please send it to the Registrar of Companies at:

**Companies House, Crown Way, Cardiff, CF4 3UZ DX 33050 Cardiff**  
for companies registered in England and Wales

**or**

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for companies registered in Scotland

**DX 235 Edinburgh**

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# 266(1)

## Notice of intention to carry on business as an investment company

Company Number

Company Name in full

gives notice of its intention to carry on business as an investment company in accordance within the meaning of section 266 of the Companies Act 1985.

Signed

Date

† Please delete as appropriate.

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

† a director / secretary / administrator / administrative receiver / receiver manager / receiver

Tel
DX number                      DX exchange

Form revised March 1995

When you have completed and signed the form please send it to the Registrar of Companies at:

**Companies House, Crown Way, Cardiff, CF4 3UZ    DX 33050 Cardiff**

for companies registered in England and Wales

or

**Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB**

for companies registered in Scotland

**DX 235 Edinburgh**

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

# 266(3)

**Notice that a company no longer wishes to be an investment company**

**Company Number**

**Company Name in full**

gives notice that it no longer wishes to be an investment company within the meaning of section 266(3) of the Companies Act 1985.

**Signed**

**Date**

† Please delete as appropriate.

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

† a director / secretary / administrator / administrative receiver / receiver manager / receiver

Tel	
DX number	DX exchange

When you have completed and signed the form please send it to the Registrar of Companies at:

**Companies House, Crown Way, Cardiff, CF4 3UZ DX 33050 Cardiff**  
for companies registered in England and Wales  
**or**  
**Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB**  
for companies registered in Scotland **DX 235 Edinburgh**

Form revised March 1995

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

# 287

### Change in situation or address of Registered Office

**Company Number**

**Company Name in full**

### New situation of registered office

**NOTE:**

The change in the situation of the registered office does not take effect until the Registrar has registered this notice.

For 14 days beginning with the date that a change of registered office is registered, a person may validly serve any document on the company at its previous registered office.

PO Box numbers only are not acceptable.

Address	<input style="width: 392px; height: 17px;" type="text"/>
	<input style="width: 392px; height: 17px;" type="text"/>
Post town	<input style="width: 392px; height: 17px;" type="text"/>
County / Region	<input style="width: 196px; height: 17px;" type="text"/>
Postcode	<input style="width: 128px; height: 17px;" type="text"/>

**Signed**  **Date**

† Please delete as appropriate.

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

† a director / secretary / administrator / administrative receiver / liquidator / receiver manager / receiver

Tel
DX number                      DX exchange

When you have completed and signed the form please send it to the Registrar of Companies at:  
**Companies House, Crown Way, Cardiff, CF4 3UZ    DX 33050 Cardiff**  
for companies registered in England and Wales  
**or**  
**Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB**  
for companies registered in Scotland                      **DX 235 Edinburgh**

Form revised March 1995

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.



# 288a

## Appointment of director or secretary

**Company Number**

**Company Name in full**

Date of appointment 

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

 †Date of Birth 

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

### Appointment form

Appointment as director  as secretary  Please mark the appropriate box. If appointment is as a director and secretary mark both boxes.

**NAME** \*Style / Title  \*Honours etc

Forename(s)

Surname

Previous Forename(s)  Previous Surname(s)

**Usual residential address**

Post town  Postcode

County / Region  Country

†Nationality  †Business occupation

†Other directorships (additional space overleaf)

I consent to act as \*\* director / secretary of the above named company

**Consent signature**  **Date**

\* Voluntary details.  
† Directors only.

**A director, secretary etc must sign the form below.**

**Signed**  **Date**

\*\* Please delete as appropriate

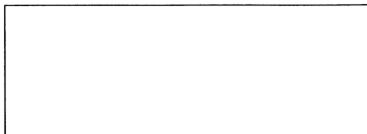
(\*\*a director / secretary / administrator / administrative receiver / receiver manager / receiver)

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

<input type="text"/>	
<input type="text"/>	
<input type="text"/>	
Tel <input type="text"/>	
DX number <input type="text"/>	DX exchange <input type="text"/>

When you have completed and signed the form please send it to the Registrar of Companies at:

**Companies House, Crown Way, Cardiff, CF4 3UZ** DX 33050 Cardiff  
for companies registered in England and Wales or  
**Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB**  
for companies registered in Scotland DX 235 Edinburgh



Form revised March 1995

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

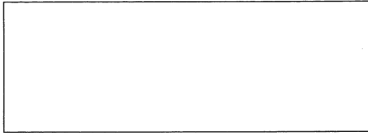
**Company Number**

† Directors only.

† Other directorships

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.



# 288b

## Resignation of director or secretary

**Company Number**

**Company Name in full**

### Resignation form

Date of resignation  Day  Month  Year

Resignation as director  as secretary  Please mark the appropriate box. If resignation is as a director and secretary mark both boxes.

**NAME** \*Style / Title  \*Honours etc

Please insert details as previously notified to Companies House.

Forename(s)

Surname

†Date of Birth  Day  Month  Year

If cessation is other than resignation, please state reason

**A serving director, secretary etc must sign the form below.**

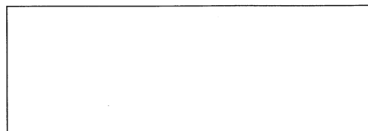
**Signed**  **Date**

\* Voluntary details.  
† Directors only.

(by a serving director / secretary / administrator / administrative receiver / receiver manager / receiver

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

Tel	
DX number	DX exchange



When you have completed and signed the form please send it to the Registrar of Companies at:  
**Companies House, Crown Way, Cardiff, CF4 3UZ DX 33050 Cardiff**  
for companies registered in England and Wales **or**  
**Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB**  
for companies registered in Scotland **DX 235 Edinburgh**

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.



# 288c

## Change of particulars for director or secretary

Company Number

Company Name in full

Date of change of particulars 

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

### Changes of particulars form

Name \*Style / Title  \*Honours etc

Forename(s)

Surname

† Date of Birth 

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

Change of name Forename(s)

Surname

Change of usual residential address (enter new address)

Post town

County / Region  Postcode

Country

Other change (please specify)

**A serving director, secretary etc must sign the form below.**

Signed  Date

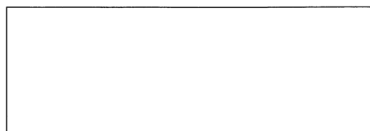
(by a serving director / secretary / administrator / administrative receiver / receiver manager / receiver

\* Voluntary details.  
† Directors only.

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

<input type="text"/>	
<input type="text"/>	
<input type="text"/>	
Tel <input type="text"/>	
DX number <input type="text"/>	DX exchange <input type="text"/>

When you have completed and signed the form please send it to the Registrar of Companies at:  
**Companies House, Crown Way, Cardiff, CF4 3UZ DX 33050 Cardiff**  
for companies registered in England and Wales or  
**Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB**  
for companies registered in Scotland **DX 235 Edinburgh**





**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

# 318

**Location of directors' service contracts**

**Company Number**

**Company Name in full**

Address where directors' service contracts or memoranda are available for inspection by members.

**NOTE:**  
Directors' service contracts **MUST** be kept at an address in the country of incorporation.

This notice is not required where the relevant documents are and have always been kept at the Registered Office.

**Address**

**Post town**

**County / Region**  **Postcode**

**Signed**  **Date**

† Please delete as appropriate.

† a director / secretary / administrator / administrative receiver / receiver manager / receiver

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

<input type="text"/>	
<input type="text"/>	
Tel	
DX number	DX exchange

Form revised March 1995

When you have completed and signed the form please send it to the Registrar of Companies at:

**Companies House, Crown Way, Cardiff, CF4 3UZ DX 33050 Cardiff**  
for companies registered in England and Wales

**or**  
**Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB**  
for companies registered in Scotland **DX 235 Edinburgh**

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

# 325

**Location of register of directors' interests in shares etc.**

**Company Number**

**Company Name in full**

The register of directors' interests in shares and/or debentures is kept at:

**NOTE:**

The register **MUST** be kept at an address in the country of incorporation.

This notice is not required where the register is and has always been kept at the Registered Office.

**Address**

**Post town**

**County / Region**

**Postcode**

**Signed**

**Date**

† Please delete as appropriate.

† a director / secretary / administrator / administrative receiver / receiver manager / receiver

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

Tel	
DX number	DX exchange

When you have completed and signed the form please send it to the Registrar of Companies at:

**Companies House, Crown Way, Cardiff, CF4 3UZ DX 33050 Cardiff**  
for companies registered in England and Wales

**or**  
**Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB**  
for companies registered in Scotland **DX 235 Edinburgh**

Form revised March 1995

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

# 353

## Register of members

**Company Number**

**Company Name in full**

The register of members is kept at:

**NOTE:**  
The register **MUST** be kept at an address in the country of incorporation.

This notice is not required where the register has, at all times since it came into existence (or in the case of a register in existence on 1 July 1948 at all times since then) been kept at the registered office.

**Address**

**Post town**

**County / Region**  **Postcode**

**Signed**  **Date**

† Please delete as appropriate.

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

† a director / secretary / administrator / administrative receiver / receiver manager / receiver

Tel
DX number                      DX exchange

Form revised March 1995

When you have completed and signed the form please send it to the Registrar of Companies at:

**Companies House, Crown Way, Cardiff, CF4 3UZ    DX 33050 Cardiff**  
for companies registered in England and Wales  
**or**  
**Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB**  
for companies registered in Scotland                      **DX 235 Edinburgh**

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

# 363a

## Annual Return

Company Number

Company Name in full

### Date of this return

The information in this return is made up to

Day Month Year

### Date of next return

If you wish to make your next return to a date earlier than the anniversary of this return please show the date here. Companies House will then send a form at the appropriate time.

Day Month Year

### Registered Office

Show here the address at the date of this return.

Any change of registered office must be notified on form 287.

Post town

County / Region

Postcode

### Principal business activities

Show trade classification code number(s) for the principal activity or activities.

If the code number cannot be determined, give a brief description of principal activity.

When you have completed and signed the form please send it to the Registrar of Companies at:

**Companies House, Crown Way, Cardiff, CF4 3UZ DX 33050 Cardiff**  
for companies registered in England and Wales

or

**Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB DX 235 Edinburgh**  
for companies registered in Scotland

Form revised March 1995

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

**Register of members**

If the register of members is not kept at the registered office, state here where it is kept.

Post town		
County / Region		Postcode

**Register of Debenture holders**

If there is a register of debenture holders and it is not kept at the registered office, state here where it is kept.

Post town		
County / Region		Postcode

**Company type**

- Public limited company
- Private company limited by shares
- Private company limited by guarantee without share capital
- Private company limited by shares exempt under section 30
- Private company limited by guarantee exempt under section 30
- Private unlimited company with share capital
- Private unlimited company without share capital

Please mark the appropriate box

**Company Secretary**

Details of a new company secretary must be notified on form 288a.

*(Please photocopy this area to provide details of joint secretaries).*

	<b>Name</b>	* Style / Title		*Honours etc	
		Forename(s)			
		Surname			
* Voluntary details.		Previous forename(s)			
		Previous surname(s)			
	<b>Address</b>				
<b>Usual residential address</b> must be given. In the case of a corporation, give the registered or principal office address.		Post town			
		County / Region	Postcode		
		Country			

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

**Directors**

Please list directors in alphabetical order.

**Details of new directors must be notified on form 288a**

<b>Usual residential address</b> must be given. In the case of a corporation, give the registered or principal office address.	<b>Name</b>	* Style / Title	Day Month Year		
		* Honours etc	Date of birth		
		Forename(s)			
		Surname			
		Previous forename(s)			
		Previous surname(s)			
		<b>Address</b>			
		Post town			
		County / Region	Postcode		
		Country	Nationality		
	<b>Business occupation</b>				
	<b>Other directorships</b>				

\* Voluntary details.

<b>Usual residential address</b> must be given. In the case of a corporation, give the registered or principal office address.	<b>Name</b>	* Style / Title	Day Month Year		
		* Honours etc	Date of birth		
		Forename(s)			
		Surname			
		Previous forename(s)			
		Previous surname(s)			
		<b>Address</b>			
		Post town			
		County / Region	Postcode		
		Country	Nationality		
	<b>Business occupation</b>				
	<b>Other directorships</b>				

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

**Issued share capital**

Enter details of all the shares in issue at the date of this return.

Class <small>(e.g. Ordinary/Preference)</small>	Number of shares issued	Aggregate Nominal Value <small>(i.e. Number of shares issued multiplied by nominal value per share)</small>
Totals		

**List of past and present members**

(Use attached schedule where appropriate)  
A full list is required if one was not included with either of the last two returns.

There were no changes in the period

on paper      in another format

A list of changes is enclosed           

A full list of members is enclosed           

**Elective resolutions**  
(Private companies only)

If at the date of this return an election is in force to dispense with annual general meetings, mark this box

If at the date of this return an election is in force to dispense with laying accounts in general meetings, mark this box

**Certificate**

I certify that the information given in this return is true to the best of my knowledge and belief.

**Signed**  **Date**

† Please delete as appropriate.

† a director /secretary

When you have signed the return send it with the fee to the Registrar of Companies. Cheques should be made payable to **Companies House**.

This return includes  continuation sheets.  
(enter number)

Please give the name, address, telephone number, and if available, a DX number and Exchange, for the person Companies House should contact if there is any query.

Tel	
DX number	DX exchange

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

**Directors** (continued)

Details of new directors must be notified on form 288a

<b>Name</b>	* Style / Title	<input type="text"/>	Day	Month	Year
	* Honours etc	<input type="text"/>	Date of birth	<input type="text"/>	<input type="text"/>
	Forename(s)	<input type="text"/>			
	Surname	<input type="text"/>			
	Previous forename(s)	<input type="text"/>			
	Previous surname(s)	<input type="text"/>			
	<b>Address</b>	<input type="text"/>			
		<input type="text"/>			
	Post town	<input type="text"/>			
	County / Region	<input type="text"/>	Postcode	<input type="text"/>	
	Country	<input type="text"/>	Nationality	<input type="text"/>	
	<b>Business occupation</b>	<input type="text"/>			
	<b>Other directorships</b>	<input type="text"/>			
		<input type="text"/>			

\* Voluntary details

**Usual residential address** must be given. In the case of a corporation, give the registered or principal office address.

<b>Name</b>	* Style / Title	<input type="text"/>	Day	Month	Year
	* Honours etc	<input type="text"/>	Date of birth	<input type="text"/>	<input type="text"/>
	Forename(s)	<input type="text"/>			
	Surname	<input type="text"/>			
	Previous forename(s)	<input type="text"/>			
	Previous surname(s)	<input type="text"/>			
	<b>Address</b>	<input type="text"/>			
		<input type="text"/>			
	Post town	<input type="text"/>			
	County / Region	<input type="text"/>	Postcode	<input type="text"/>	
	Country	<input type="text"/>	Nationality	<input type="text"/>	
	<b>Business occupation</b>	<input type="text"/>			
	<b>Other directorships</b>	<input type="text"/>			
		<input type="text"/>			

**Usual residential address** must be given. In the case of a corporation, give the registered or principal office address.



**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

**Directors** (continued)

Details of new directors must be notified on form 288a

<p><b>Usual residential address</b> must be given. In the case of a corporation, give the registered or principal office address.</p>	<b>Name</b>	* Style / Title			Day	Month	Year
	* Honours etc			Date of birth			
	Forename(s)						
	Surname						
	Previous forename(s)						
	Previous surname(s)						
	<b>Address</b>						
<b>Business occupation</b>							
<b>Other directorships</b>							

\* Voluntary details.

<p><b>Usual residential address</b> must be given. In the case of a corporation, give the registered or principal office address.</p>	<b>Name</b>	* Style / Title			Day	Month	Year
	* Honours etc			Date of birth			
	Forename(s)						
	Surname						
	Previous forename(s)						
	Previous surname(s)						
	<b>Address</b>						
<b>Business occupation</b>							
<b>Other directorships</b>							

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

**Form 363a/b Continuation Sheet**

**Company Number**

**Company Name**

**Company Secretary**

*(Please photocopy this area to provide details of joint secretaries).*

**Details of a new company secretary must be notified on form 288a.**

\* Voluntary details.

**Name** \* Style / Title

\* Honours etc

Forename(s)

Surname

Previous forename(s)

Previous surname(s)

**Address**

**Usual residential address** must be given. In the case of a corporation, give the registered or principal office address.

Post town

County / Region  Postcode

Country

**Directors**

*Please list directors in alphabetical order*

**Details of new directors must be notified on form 288a.**

**Name** \* Style / Title

\* Honours etc

Forename(s)

Surname

Previous forename(s)

Previous surname(s)

**Address**

**Usual residential address** must be given. In the case of a corporation, give the registered or principal office address.

Post town

County / Region  Postcode

Country

**Nationality**

**Business occupation**

**Other directorships**

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

**Directors**

*Please list directors in alphabetical order*

**Details of new directors must be notified on form 288a.**

<b>Name</b>	* Style / Title	<input type="text"/>		Day	Month	Year
	* Honours etc	<input type="text"/>	Date of birth	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Forename(s)	<input type="text"/>				
	Surname	<input type="text"/>				
	Previous forename(s)	<input type="text"/>				
	Previous surname	<input type="text"/>				
	<b>Address</b>	<input type="text"/>				
	<b>Usual residential address</b>	<input type="text"/>				
	Post town	<input type="text"/>				
	County / Region	<input type="text"/>	Postcode	<input type="text"/>		
	Country	<input type="text"/>				
	<b>Nationality</b>	<input type="text"/>				
	<b>Business occupation</b>	<input type="text"/>				
	<b>Other directorships</b>	<input type="text"/>				
		<input type="text"/>				

**Directors**

*Please list directors in alphabetical order*

**Details of new directors must be notified on form 288a.**

<b>Name</b>	* Style / Title	<input type="text"/>		Day	Month	Year
	* Honours etc	<input type="text"/>	Date of birth	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Forename(s)	<input type="text"/>				
	Surname	<input type="text"/>				
	Previous forename(s)	<input type="text"/>				
	Previous surname	<input type="text"/>				
	<b>Address</b>	<input type="text"/>				
	<b>Usual residential address</b>	<input type="text"/>				
	Post town	<input type="text"/>				
	County / Region	<input type="text"/>	Postcode	<input type="text"/>		
	Country	<input type="text"/>				
	<b>Nationality</b>	<input type="text"/>				
	<b>Business occupation</b>	<input type="text"/>				
	<b>Other directorships</b>	<input type="text"/>				
		<input type="text"/>				

**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

**List of past and present members  
Schedule to form 363a, 363b**

**Company Number**

**Company Name in full**

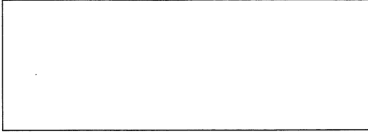
Number of shares or amount of stock held by existing members at date of this return.

Particulars of shares or stock transferred since the date of the last return (or in the case of the first return, since the incorporation of the company) by (a) persons who are still members, and (b) persons who have ceased to be members.

Name and address	Number or amount currently held	Number or amount Transferred	Date of registration of transfer	Remarks



**Status:** This is the original version (as it was originally made). This item of legislation is currently only available in its original format.



# 391

## Notice of passing of resolution removing an auditor

**Company Number**

**Company Name in full**

Date of resolution 

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

Date of removal 

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

Details of auditor removed from office   
Firm / Partnership / Individual   
Address   
  
Post town   
County / Region  Postcode

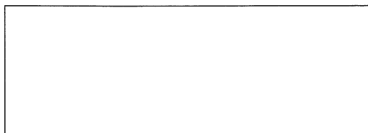
**Signed**  **Date**

† Please delete as appropriate.

† a director / secretary

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

Tel   
DX number  DX exchange



Form revised March 1995

When you have completed and signed the form please send it to the Registrar of Companies at:  
**Companies House, Crown Way, Cardiff, CF4 3UZ DX 33050 Cardiff**  
for companies registered in England and Wales  
**or**  
**Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB**  
for companies registered in Scotland **DX 235 Edinburgh**

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## EXPLANATORY NOTE

*(This note is not part of the Regulations)*

These Regulations prescribe amended forms for the purposes of the provisions of the Companies Act 1985 with effect from 1st April 1995. The forms concerned are forms 6, 10, 12, 30(5)(a), 30(5)(b), 30(5)(c), 43(3), 43(3)(e), 49(1), 49(8)(a), 51, 53, 54, 117, 190, ±(1), ±(3), 287, 288a, 288b, 288c, 318, 325, 353, 363a and 391. The amendments to these forms are intended to make the forms easier to use. These Regulations revoke the corresponding old forms as from 1st April 1996, but their use is permitted until that date.

The Regulations also revoke forms 363b and 363s as prescribed by the Companies (Forms Amendment No. 2 and Company's Type and Principal Business Activities) Regulations 1990 with effect from 1st April 1995.