

OS AP01

Appointment of director of an overseas company



What this form is for
You may use this form to appoint
an individual as a director of an
overseas company

What this form is for
You cannot use this form to appoint
a corporate director of an overseas
company to OS AP02 'Appoint a
director of an overseas company'

THURSDAY



A30 12/09/2013 #196
COMPANIES HOUSE

For more information, please
visit the Companies House
website at
www.gov.uk

1 Overseas company details

Company number	F C 0 3 0 3 3 7
Company name in full or alternative name as registered in the UK	Circle Holdings (UK) plc

→ **Filing in this form**
Please complete in typescript or in bold black capitals
All fields are mandatory unless specified or indicated by *

2 Date of director's appointment

Date of appointment	d 0 5 m 0 4 y 2 0 y 1 3
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3 New director's details

Title*	Mr
Full forename(s)	Steven Andrew
Surname	Melton
Former name(s) ①	
Country/State of residence ②	United Kingdom
Nationality	British
Date of birth	d 0 6 m 0 1 y 1 9 y 6 2
Business occupation (if any) ③	

① **Former name(s)**
Please provide any previous names which have been used for business purposes in the past 20 years
Married women do not need to give former names unless previously used for business purposes.
Continue in Section 8 if required

② **Country/State of residence**
This is in respect of your usual residential address as stated in Section 4a

③ **Business occupation**
If you have a business occupation, please enter here. If you do not, please leave blank

4 New director's service address ④

Please complete your service address below. You must also complete your usual residential address in Section 4a	
Building name/number	32
Street	Welbeck Street
Post town	London
County/Region	
Postcode	W 1 G 8 E U
Country	United Kingdom

④ **Service address**
This is the address that will appear on the public record. This does not have to be your usual residential address.
If you provide your residential address here it will appear on the public record

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5 Director's authority		<p>1 If you have indicated that the extent of your authority is limited, please provide a brief description of the limited authority in the box below</p> <p>2 If you have indicated that you are not authorised to act alone but only jointly, please enter the name(s) of the person(s) with whom you are authorised to act below</p>
Please enter the extent of your authority as director Please tick one box		
Extent of authority	<input type="checkbox"/> Limited 1 <input checked="" type="checkbox"/> Unlimited	
Description of limited authority, if applicable	Are you authorised to act alone or jointly? Please tick one box <input checked="" type="checkbox"/> Alone <input type="checkbox"/> Jointly 2	
If applicable, name(s) of person(s) with whom you are acting jointly		

6 UK establishments	
A return must be delivered in respect of any alteration to the company particulars by each UK establishment. If, however, a company has more than one UK establishment, it may deliver only one form in respect of all those UK establishments, provided it completes the table below	
UK establishment name	Registration number
Circle Holdings (UK) plc	B R 0 1 5 3 3 2

CERTIFIED AS A TRUE COPY OF THE ORIGINAL

[Handwritten Signature]

For and on behalf of Capita Company Secretarial Services
Secretary

7 Signature	
Signature	X
This form may be signed and authorised by Director, Secretary, Permanent representative	

8 Additional former name(s) (continued from Section 3)		<p>3 Additional former names Use this space to enter any additional names</p>
Former name(s) 3		

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Presenter information

You do not have to give any contact information, but if you do it will help Companies House if there is a query on the form. The contact information you give will be visible to searchers of the public record.

Contact name **Thema Salandy**

Company name **Capita Company Secretarial**

Services

Address **2nd Floor, Ibox House**

42-47 Minories

Post town **London**

County/Region **United Kingdom**

Postcode **E C 3 N 1 D X**

Country

DX

Telephone **0207 954 9601**



Checklist

We may return forms completed incorrectly or with information missing

Please make sure you have remembered the following

- The company name and number as registered in the UK match the information held on the public Register
- You have completed the date of appointment
- You have included all former names used for business purposes over the last 20 years
- You have completed the nationality box in Section 3
- You have provided a correct date of birth
- You have provided a business occupation if there is one
- You have provided both the service address and the usual residential address
- Addresses must be a physical location. They cannot be a PO Box number (unless part of a full service address), DX or LP (Legal Post in Scotland) number
- You have enclosed a relevant higher protection application if applying for this at the same time as completing this form
- You have entered the extent of the director's authority in Section 6
- You have completed Section 6, if applicable
- You have signed the form



Important information

Please note that all information on this form will appear on the public record, apart from information relating to usual residential addresses



Where to send

You may return this form to any Companies House address.

England and Wales

The Registrar of Companies, Companies House,
Crown Way, Cardiff, Wales, CF14 3UZ
DX 33050 Cardiff

Scotland

The Registrar of Companies, Companies House,
Fourth floor, Edinburgh Quay 2,
139 Fountainbridge, Edinburgh, Scotland, EH3 9FF
DX ED235 Edinburgh 1
or LP - 4 Edinburgh 2 (Legal Post)

Northern Ireland

The Registrar of Companies, Companies House,
Second Floor, The Linenhall, 32-38 Linenhall Street,
Belfast, Northern Ireland, BT2 8BG
DX 481 N R Belfast 1

Higher protection

if you are applying for, or have been granted, higher protection, please post this whole form to the different postal address below

The Registrar of Companies, PO Box 4082,
Cardiff, CF14 3WE



Further information

For further information, please see the guidance notes on the website at www.companieshouse.gov.uk or email enquiries@companieshouse.gov.uk

This form is available in an alternative format. Please visit the forms page on the website at www.companieshouse.gov.uk