



Please complete in typescript, or in bold black capitals.

CHFP041

# 288b

## Terminating appointment as director or secretary (NOT for appointment (use Form 288a) or change of particulars (use Form 288c))

Company Number

Company Name in full

Date of termination of appointment  
Day Month Year

as director  as secretary  Please mark the appropriate box. If terminating appointment 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

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

Signed  Date

\*Voluntary details.

† Directors only.

\*\*Delete as appropriate

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

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

When you have completed and signed the form please send it to the Registrar of Companies at:  
**Companies House, Crown Way, Cardiff, CF14 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 or LP-4 Edinburgh 2**

