

AD01

Change of registered office address



You can use the WebFiling service to file this form online.
Please go to www.companieshouse.gov.uk

What this form is for
You may use this form to change
a company's registered office
address.

What this form is for
You cannot use this form to
change the registered office of a
Limited Liability Partnership. To
do this, please use form AD02
Change of registered office of
a limited liability partnership.

THURSDAY



1 Company details

Company number

Company name in full

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

2 New registered office address

The change in registered office address does not take effect until the Registrar
has registered this notice

A person may validly serve any document on the company at its previous
registered office for 14 days from the date that a change of registered office is
registered

Building name/number

Street

Post town

County/Region

Postcode

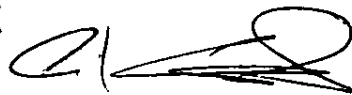
Change of registered office
For England and Wales companies,
the address provided can either be
in England or Wales.
For Welsh companies, the address
provided must be in Wales.
For companies registered in Scotland
or Northern Ireland, the address
provided must be in Scotland or
Northern Ireland respectively

3 Signature

I am signing this form on behalf of the company

Signature

Signature




This form may be signed by
Director, Secretary, Person Authorised, Liquidator, Administrator,
Administrative receiver, Receiver, Receiver manager, Charity commission receiver
and manager, CIC manager, Judicial factor


Societas Europaea
If the form is being filed on behalf
of a Societas Europaea (SE), please
delete 'director' and insert details
of which organ of the SE the person
signing has membership



Person authorised
Under either section 270 or 274 of
the Companies Act 2006

AD01

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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	MR V G KIRBY
Company name	VICTOR KIRBY & CO LTD
Address	82 SNAKES LANE EAST
Post town	WOODFORD GREEN
County/Region	ESSEX
Postcode	I G 8 7 Q Q
Country	ENGLAND
DX	
Telephone	020 8559 1660

 Checklist
We may return forms completed incorrectly or with information missing
Please make sure you have remembered the following
<input type="checkbox"/> The company name and number match the information held on the public Register
<input type="checkbox"/> You have provided the new registered office address in section 2
<input type="checkbox"/> The registered office is in the location where the company was registered e.g. England and Wales, Wales, Scotland, Northern Ireland
<input type="checkbox"/> You have signed the form

 Important information
Please note that all information on this form will appear on the public record
 Where to send
You may return this form to any Companies House address, however for expediency we advise you to return it to the appropriate address below
For companies registered in England and Wales The Registrar of Companies, Companies House, Crown Way, Cardiff, Wales, CF14 3UZ DX 33050 Cardiff
For companies registered in Scotland The Registrar of Companies, Companies House, Fourth floor, Edinburgh Quay 2, 139 Fountambridge, Edinburgh, Scotland, EH3 9FF DX ED235 Edinburgh 1 or LP - 4 Edinburgh 2 (Legal Post)
For companies registered in Northern Ireland The Registrar of Companies, Companies House, First Floor, Waterfront Plaza, 8 Laganbank Road, Belfast, Northern Ireland, BT1 3BS DX 481 N R Belfast 1

 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