

AR01 2015

Annual Return



Companies House



Go online to file this information
www.gov.uk/companieshouse

A fee is payable with this form
Please see 'How to pay' on the last page

What this form is for
You may use this form to confirm that the company information is correct as at the date of this return. You must file an Annual Return at least once every year.

What this form is NOT for
You cannot use this form to notify of changes to the company details, registered office address, company type or information relating to the company records.



A52AY0KR
A07 08/03/2016 #94
COMPANIES HOUSE

Part 1 Company details

The section must be completed by all companies.

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

Company details

Company number **02222361**

Company name in full **10 BROCK STREET BATH (MANAGEMENT) LIMITED**

● Company name change
If your company has recently changed its name, please provide the company name as at the date of this return.

Return date

Please give the annual return made up date. The return date must not be a future date. The annual return must be delivered within 28 days of the date given below.

Date of this return ● **24 01 2016**

● Date of this return
Your company's return date is usually the anniversary of incorporation or the anniversary of the last annual return filed at Companies House. You may choose an earlier return date but it must not be a later date.

Principal business activity

Please show the trade classification code number(s) for the principal activity or activities ●

Classification code 1	98000
Classification code 2	
Classification code 3	
Classification code 4	

If you cannot determine a code, please give a brief description of your business activity below:

Principal activity description

● Principal business activity
You must provide a trade classification code (SIC code 2007) or a description of your company's main business in this section.

A full list of the trade classification codes are available on our website: www.gov.uk/companieshouse

AR01 2015
Annual Return

A1 **Company type** ●

Please confirm your company type by ticking the appropriate box below (only one box must be ticked):

Public limited company

Private company limited by shares

Private company limited by guarantee

Private company limited by shares exempt under section 60

Private company limited by guarantee exempt under section 60

Private unlimited company with share capital

Private unlimited company without share capital

● **Company type**
If you are unsure of your company type, please check your latest certificate of incorporation or our website:
www.gov.uk/companieshouse

A2 **Registered office address** ●

Building name/number: 10

Street: BROCK STREET

Post town: BATH

County/Region: SOMERSET

Postcode: BA1 2LN

● **Change of registered office**
This must agree with the address that is held on the Companies House record at the date of this return.

If the registered office address has changed, you should complete form AD01 and submit it together with this annual return.

A3 **Single alternative inspection location (SAIL) of the company records (if applicable)** ●

Building name/number:

Street:

Post town:

County/Region:

Postcode:

● **SAIL address**
This must agree with the address that is held on the Companies House record at the date of this return.

If the address has changed, you should complete form AD02 and submit it together with this annual return.

A4 **Location of company records** ●

Please tick the appropriate box to indicate which records are kept at the SAIL address in Section A3:

Register of members

Register of directors

Directors' service contracts

Directors' indemnities

Register of secretaries

Records of resolutions etc.

Contracts relating to purchase of own shares

Documents relating to redemption or purchase of own share out of capital by private company.

Register of debenture holders

Report to members of outcome of investigation by public company into interests in its shares

Register of interests in shares disclosed to public company.

Instruments creating charges and register of charges: England and Wales or Northern Ireland.

Instruments creating charges and register of charges: Scotland.

● **Location of company records**
If the company records are held at the registered office address, do not tick any of the boxes in this section.

Certain records must be kept by every company while other records are only kept by certain company types where appropriate.

If the records are not kept at the SAIL address, they must be available at the registered office.

If any of the company records have moved from the registered office to the address in Section A3 since the last annual return, you must complete form AD03 and submit it together with this annual return.

Part 2 **Officers of the company**

This section should include details of the company as at the made up date of this annual return. All details must agree with those previously notified to Companies House.

Corporate officers

- For a corporate secretary, go to Section B1
- For a corporate director, go to Section C1

Individual officers

- For a secretary who is an individual, go to Section D1
- For a director who is an individual, go to Section E1 and also complete Part 3

New appointments

You cannot use this form to appoint new officers to the company. To do this, please complete the appropriate form and submit it together with this annual return:

- AP01 - for directors who are individuals
- AP02 - for a corporate director
- AP03 - for secretaries who are individuals
- AP04 - for a corporate secretary

Change to officer details

You cannot use this form to change any officer details. To do this, please complete the appropriate form and submit it together with this annual return:

- CH01 - for changes to details of directors who are individuals
- CH02 - for changes to details of a corporate director
- CH03 - for changes to details of secretary who are individuals
- CH04 - for changes to details of a corporate secretary

Continuation pages
Please use a continuation page
if you need to enter more officer
details.

AR01 2015

Annual Return

Corporate secretary

131 Corporate secretary's details		<p>Corporate secretary appointments You cannot use this form to appoint a corporate secretary. To do this, please complete form AP04 and submit it together with this annual return.</p> <p>Corporate secretary details All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH04.</p> <p>This information will appear on the public record.</p> <p>Continuation pages Please use a continuation page if you need to enter more of your details.</p>							
Please use this section for corporate secretaries of the company. For a secretary who is an individual, complete Section D1-D2.									
Corporate body/ firm name									
Building name/number									
Street									
Post town									
County/Region									
Postcode	<table border="1"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>								
Country									

132 Location of the registry of the corporate body or firm	<p>Is the corporate secretary registered within the European Economic Area (EEA)?</p> <p>→ Yes Complete Section B3 only</p> <p>→ No Complete Section B4 only</p>
---	--

133 EEA companies		<p>EEA A full list of countries of the EEA can be found in our guidance: www.gov.uk/companieshouse</p> <p>This is the register mentioned in Article 3 of the First Company Law Directive (68/151/EEC).</p>
Please give details of the register where the company/ firm is kept (including the relevant state) and the registration number in that register.		
Where the company/ firm is registered		
Registration number		

134 Non-EEA companies		<p>Non-EEA Where you have provided details of the register (including state) where the company or firm is registered, you must also provide its number in that register.</p>
Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.		
Legal form of the corporate body or firm		
Governing law		
If applicable, where the company/ firm is registered		
If applicable, the registration number		

AR01 2015

Annual Return

Corporate director

(1) Corporate director's details	
Please use this section for corporate directors of the company. For a director who is an individual, complete Section E1-E2 and Part 3.	
Corporate body/limited name	
Building name/number	
Street	
Post town	
County/Region	
Postcode	
Country	

● Corporate director appointments
You cannot use this form to appoint a corporate director. To do this, please complete form AP02 and submit it together with this annual return.

Corporate director details
All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH02.

This information will appear on the public record.

Continuation pages
Please use a continuation page if you need to enter more of your details.

(2) Location of the registry of the corporate body or limited
Is the corporate director registered within the European Economic Area (EEA)? → Yes Complete Section C3 only → No Complete Section C4 only

(3) EEA companies	
Please give details of the register where the company is kept (including the relevant state) and the registration number in that register.	
Where the company/limited is registered	
Registration number	

● EEA
A full list of countries of the EEA can be found in our guidance: www.gov.uk/companieshouse

● This is the register mentioned in Article 3 of the First Company Law Directive (68/151/EEC).

(4) Non-EEA companies	
Please give details of the legal form of the corporate body or limited and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.	
Legal form of the corporate body or limited	
Governing law	
If applicable, where the company/limited is registered	
If applicable, the registration number	

● Non-EEA
Where you have provided details of the register (including state) where the company or limited is registered, you must also provide its number in that register.

AR01 2015
Annual Return

Secretary

Secretary's details ●	
Please use this section for individual secretaries of the company. For a corporate secretary, complete Section B1-B4.	
Title*	MRS
Full forename(s)	DESPINA
Surname	KATSIREA-CHENEY
Former name(s) ●	

● **Secretary appointments**
You may not use this form to appoint a secretary. To do this, please complete form AP03 and submit it together with this annual return.

Corporate details
Please use Section B1-B4 to enter corporate secretary details.

Secretary details
All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH03.

● **Former name(s)**
Please provide any previous names (including maiden or married names) which have been used for business purposes during the period of this return.

Continuation pages
Please use a continuation page if you need to enter more of your details.

Secretary's service address ●	
Building name/number	10
Street	BROCK STREET
Post town	BATH
County/Region	SOMERSET
Postcode	BA1 2LM
Country	ENGLAND

● **Service address**
If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.

This information will appear on the public record.

AR01 2015
Annual Return

Director

1 Director's details	
Please use this section to list individual directors of the company. For a corporate director, complete Section C1-C4.	
Title*	MR
Full forename(s)	PAUL ANTHONY
Surname	KELLY
Former name(s)	
Country/State of residence	ENGLAND
Nationality	BRITISH
Month/year of birth	X X 02 1962
Business occupation (if any)	TEACHER

● Director appointments
You cannot use this form to appoint a director. To do this, please complete form AR01 and submit it together with this annual return.

Corporate details
Please use Section C1-C4 to enter corporate director details.

Director details
All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH01.

● Former name(s)
Please provide any previous names (including maiden or married names) which have been used for business purposes during the period of this return.

● Month and year of birth
Please provide month and year only. Provide full date of birth in Part 3 only.

Continuation pages
Please use a continuation page if you need to enter more of your details.

2 Director's service address	
Building name/number	23
Street	PARK STREET
Post town	TRING
County/Region	HERTFORDSHIRE
Postcode	HP23 6AW
Country	

● Service address
If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.

This information will appear on the public record.

AR01 2015
Annual Return

Director

1 Director's details	
Please use this section to list individual directors of the company. For a corporate director, complete Section C1-C4.	
Title*	MRS
Full forename(s)	DESPINA
Surname	KATSIREA - CHENEY
Former name(s)	
Country/State of residence	ENGLAND
Nationality	GREEK
Month/year of birth	X X 10 7 19 4 8
Business occupation (if any)	RETIRED

● **Director appointments**
You cannot use this form to appoint a director. To do this, please complete form APO1 and submit it together with this annual return.

Corporate details
Please use Section C1-C4 to enter corporate director details.

Director details
All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CHD1.

● **Former name(s)**
Please provide any previous names (including maiden or married names) which have been used for business purposes during the period of this return.

● **Month and year of birth**
Please provide month and year only. Provide full date of birth in Part 3 only.

Continuation pages
Please use a continuation page if you need to enter more of your details.

2 Director's service address	
Building name/number	10
Street	BROCK STREET
Post town	BATH
County/Region	SOMERSET
Postcode	B A 1 2 L N
Country	ENGLAND

● **Service address**
If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.

This information will appear on the public record.

AP01 2015

Annual Return

Director

1 Director's details									
Please use this section to list individual directors of the company. For a corporate director, complete Section C1-C4.									
Title*									
Full forename(s)									
Surname									
Former name(s)									
Country/State of residence									
Nationality									
Month/year of birth	<table border="1"> <tr> <td>X</td><td>X</td><td>m</td><td>m</td><td>y</td><td>y</td><td>y</td><td>y</td> </tr> </table>	X	X	m	m	y	y	y	y
X	X	m	m	y	y	y	y		
Business occupation (if any)									

● **Director appointments**
You cannot use this form to appoint a director. To do this, please complete form AP01 and submit it together with this annual return.

Corporate details
Please use Section C1-C4 to enter corporate director details.

Director details
All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH01.

● **Former name(s)**
Please provide any previous names (including maiden or married names) which have been used for business purposes during the period of this return.

● **Month and year of birth**
Please provide month and year only. Provide full date of birth in Part 3 only.

Continuation pages
Please use a continuation page if you need to enter more of these details.

2 Director's service address	
Building name/number	
Street	
Post town	
County/Region	
Postcode	
Country	

● **Service address**
If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.

This information will appear on the public record.

AR01 2015

Annual Return

Director

1 Director's details							
Please use this section to list individual directors of the company. For a corporate director, complete Section C1-C4.							
Title*							
Full forename(s)							
Surname							
Former name(s)							
Country/State of residence							
Nationality							
Month/year of birth	<input type="checkbox"/> <input type="checkbox"/> <table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>m</td> <td>m</td> </tr> </table> <table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>y</td> <td>y</td> <td>y</td> <td>y</td> </tr> </table>	m	m	y	y	y	y
m	m						
y	y	y	y				
Business occupation (if any)							

Director appointments
You cannot use this form to appoint a director. To do this, please complete form AP01 and submit it together with this annual return.

Corporate details
Please use Section C1-C4 to enter corporate director details.

Director details
All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH01.

Former name(s)
Please provide any previous names (including maiden or married names) which have been used for business purposes during the period of this return.

Month and year of birth
Please provide month and year only. Provide full date of birth in Part 3 only.

Continuation pages
Please use a continuation page if you need to enter more of these details.

2 Director's service address	
Building name/number	
Street	
Post town	
County/Region	
Postcode	
Country	

Service address
If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.

This information will appear on the public record.

AR01 2015 Annual Return

Director

11 Director's details [●]							
	Please use this section to list individual directors of the company. For a corporate director, complete Section C1-C4.						
Title*							
Full forename(s)							
Surname							
Former name(s) [●]							
Country/State of residence							
Nationality							
Month/year of birth [●]	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <table style="display: inline-table; border-collapse: collapse; margin-left: 10px;"> <tr> <td style="border: 1px solid black; width: 20px; text-align: center;">m</td> <td style="border: 1px solid black; width: 20px; text-align: center;">m</td> <td style="border: 1px solid black; width: 20px; text-align: center;">y</td> <td style="border: 1px solid black; width: 20px; text-align: center;">y</td> <td style="border: 1px solid black; width: 20px; text-align: center;">y</td> <td style="border: 1px solid black; width: 20px; text-align: center;">y</td> </tr> </table>	m	m	y	y	y	y
m	m	y	y	y	y		
Business occupation (if any)							

● Director appointments
You cannot use this form to appoint a director. To do this, please complete form AP01 and submit it together with this annual return.

Corporate details
Please use Section C1-C4 to enter corporate director details.

Director details
All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH01.

● Former name(s)
Please provide any previous names (including maiden or married names) which have been used for business purposes during the period of this return.

● Month and year of birth
Please provide month and year only. Provide full date of birth in Part 3 only.

Continuation pages
Please use a continuation page if you need to enter more of your details.

12 Director's service address [●]									
Building name/number									
Street									
Post town									
County/Region									
Postcode	<table style="display: inline-table; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 20px; text-align: center;"> </td> <td style="border: 1px solid black; width: 20px; text-align: center;"> </td> <td style="border: 1px solid black; width: 20px; text-align: center;"> </td> <td style="border: 1px solid black; width: 20px; text-align: center;"> </td> <td style="border: 1px solid black; width: 20px; text-align: center;"> </td> <td style="border: 1px solid black; width: 20px; text-align: center;"> </td> <td style="border: 1px solid black; width: 20px; text-align: center;"> </td> <td style="border: 1px solid black; width: 20px; text-align: center;"> </td> </tr> </table>								
Country									

● Service address
If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.

This information will appear on the public record.

AR01 2015

Annual Return

Director

1 Director's details							
Please use this section to list individual directors of the company. For a corporate director, complete Section C1-C4.							
Title*							
Full forename(s)							
Surname							
Former name(s)							
Country/State of residence							
Nationality							
Month/year of birth	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td>m</td><td>m</td> <td>y</td><td>y</td><td>y</td><td>y</td> </tr> </table>	m	m	y	y	y	y
m	m	y	y	y	y		
Business occupation (if any)							

Director appointments
You cannot use this form to appoint a director. To do this, please complete form AR01 and submit it together with this annual return.

Corporate details
Please use Section C1-C4 to enter corporate director details.

Director details
All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH01.

Former name(s)
Please provide any previous names (including maiden or married names) which have been used for business purposes during the period of this return.

Month and year of birth
Please provide month and year only. Provide full date of birth in Part 3 only.

Continuation pages
Please use a continuation page if you need to enter more of your details.

2 Director's service address									
Building name/number									
Street									
Post town									
County/Region									
Postcode	<table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>								
Country									

Service address
If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.

This information will appear on the public record.

Part 4 Statement of capital

Does your company have share capital?
 → Yes Complete the sections below and the following Part 5.
 → No Go to Part 6 (Signature).

● This should reflect the company's capital status at the made up date of this annual return.

11 Share capital in pound sterling (£)

Please complete the table below to show each class of shares held in pound sterling.
 If all your issued capital is in sterling, only complete Section F1 and then go to Section F4.

Class of shares (E.g. Ordinary/Preference etc.)	Amount paid up on each share ●	Amount (if any) unpaid on each share ●	Number of shares ●	Aggregate nominal value ●
				£
				£
				£
				£
Totals				£

12 Share capital in other currencies

Please complete the table below to show any class of shares held in other currencies.
 Please complete a separate table for each currency.

Currency				
Class of shares (E.g. Ordinary/Preference etc.)	Amount paid up on each share ●	Amount (if any) unpaid on each share ●	Number of shares ●	Aggregate nominal value ●
Totals				

Currency				
Class of shares (E.g. Ordinary/Preference etc.)	Amount paid up on each share ●	Amount (if any) unpaid on each share ●	Number of shares ●	Aggregate nominal value ●
Totals				

13 Totals

Please give the total number of shares and total aggregate nominal value of issued share capital.

Total number of shares	
Total aggregate nominal value ●	

● Total aggregate nominal value
 Please list total aggregate values in different currencies separately. For example: £100 + €100 + \$10 etc.

● Including both the nominal value and any share premium.
 ● Total number of issued shares in this class.

● Number of shares issued multiplied by nominal value of each share.

Continuation Pages
 Please use a Statement of Capital continuation page if necessary.

AR01 2015
Annual Return

14 Statement of capital (Voting rights)

Please give the prescribed particulars of rights attached to shares for each class of share shown in the statement of capital share tables in Sections F1 and F2.

Class of share

Voting rights

Class of share

Voting rights

Class of share

Voting rights

Class of share

Voting rights

Part 5 Shareholders

Does your company have share capital?
→ Yes go to Section G1 'Companies with share capital'.
→ No Go to Part 6 (Signature).

G1 Companies with share capital

Question 1
Were any of the company's shares admitted to trading on a market at any time during this return period? Please tick the appropriate box below: ●
 No go to Section G2 'Past and present shareholders'.
 Yes go to Question 2.

Question 2
Please only refer to Question 2 below if you have answered 'Yes' to Question 1. If you answered 'No', please go to Section G2 'Past and present shareholders'.

Did the company, throughout the return period, have any shares admitted to trading on a relevant market and was it, throughout the return period, an issuer to which DTR5 applies? Please tick the appropriate box below: ●

No go to Section G4 'Shareholders who hold at least 5% of any class of shares of the company as at the made up date of the return'.
 Yes go to Part 6 'Signature'

● A market is one established under the rules of a UK recognised investment exchange or any other regulated markets in or outside of the UK, or any other market outside of the UK. The current UK recognized investment exchanges and regulated markets can be found at: www.fsa.gov.uk/register/exchanges.do

● DTR5 refers to the Vote Holder and Issuer Notification Rules contained in Chapter 5 of the Disclosure and Transparency Rules source book issued by the Financial Services Authority. Notification is required when the percentage acquisition of a shareholder in the company has reached a certain threshold (starting at 3%).

G2 List of past and present shareholders ●

The company is required to provide a full list of past and present shareholders if one was not included with either of the last two returns. Please tick the appropriate box below:

There were no shareholder changes in this period. Go to Part 6 (Signature).
 A full list of shareholders is enclosed.
 A list of shareholder changes is enclosed.

How is the list of shareholders enclosed. Please tick the appropriate box below:

The list of shareholders is enclosed on paper. Go to Section G3. 'List of past and present shareholders'.
 The list of shareholders is enclosed in another format. Go to Part 6 (Signature).

● This section only applies to companies answering 'No' in Section G1.

G3

List of past and present shareholders

Changes during this period to shareholders' particulars or details of the amount of stock or shares transferred must be completed each year.

You must provide a 'full list' of all company shareholders on:

- The company's first annual return following incorporation;
- Every third annual return after a full list has been provided.

Please list the company shareholders in alphabetical order.

Joint shareholders should be listed consecutively.

Further shareholders
Please use a 'List of past and present shareholders' continuation page if necessary.

This section only applies to companies answering 'No' to Question 1 in Section G1.

Shareholder's Name (Address not required)	Class of share	Shares or stock currently held	Shares or stock transferred (if appropriate)	
		Number of shares or amount of stock	Number of shares or amount of stock	Date of registration of transfer
				/ /
				/ /
				/ /
				/ /
				/ /
				/ /
				/ /
				/ /
				/ /
				/ /
				/ /
				/ /
				/ /
				/ /

AR01 2015
Annual Return

(9)

Shareholders who hold at least 5% of any class of share(s) of the company as at the made up date of this return

This section should show only the shareholders that hold at least 5% of any class of share(s) of the company at the date of this return.

It should only be completed by companies that have answered 'Yes' to Question 1 in Section G1, and 'No' to Question 2 in Section G1.

If there were no shareholders holding at least 5% of any class of share(s) at the date of this return, this section may be left blank.

→ Go to Part 6 (Signature)

This section only applies to companies answering 'No' to Question 2 in Section G1.

Please list the company shareholders in alphabetical order.

Joint shareholders should be listed consecutively.

Further shareholders
Please use a 'Shareholders who hold at least 5% of any class of share(s) of the company as at the made up date of this return' continuation page if necessary.

Shares or stock currently held

Shareholder's name	Shareholder's address	Class of share	Number of shares or amount of stock

Part 6 Signature

This must be completed by all companies.

I am signing this form on behalf of the company.

Signature

Signature

X

Despina - Cheney

X

MRS DESPINA KATSIREA - CHENEY

This form may be signed by:

Director ●, Secretary, Person authorised ●, 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.



Do not cover this barcode

AR01 2015
Annual Return

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
MRS DESPINA KATSIREA-CHENEY

Company name
10 BROCK STREET BATH
(MANAGEMENT) LIMITED

Address
10
BROCK STREET

Post town
BATH

County/Region
SOMERSET

Postcode
BA1 2LN

Country
ENGLAND

DX

Telephone
01225 447 316

Checklist

We may return forms completed incorrectly or with information missing.

Please make sure you have remembered the following:

- The company name and number match the information held on the public Register.
- You have completed your principal business activity.
- You have not used this form to make changes to the registered office address.
- You have not used this form to make changes to secretary and director details.
- You have provided the full date of birth for all individual directors in Part 3.
- You have fully completed the Statement of capital (if applicable).
- You have signed the form.
- You have enclosed the correct fee.

Important information

Please note that all information on this form will appear on the public record.

How to pay

A fee of £40 is payable to Companies House in respect of a paper Annual Return

Make cheques or postal orders payable to 'Companies House.'

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 Fountainbridge, 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,
Second Floor, The Linenhall, 32-38 Linenhall Street,
Belfast, Northern Ireland, BT2 8BG.
DX 481 N.R. Belfast 1.

Further information

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

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