

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 NOT for
You cannot use the form to appoint
a corporate director of an overseas
company. To do this, please use
OS AP02 'Appointment of corporate
director of an overseas company'

FRIDAY



A22 20/06/2014 #212
COMPANIES HOUSE

1 Overseas company details

Company number

F	C	0	3	0	3	3	7
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Company name in full
or alternative name as
registered in the UK

Filling 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	2	d	1	m	0	m	5	y	2	y	0	y	1	y	4
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

3 New director's details

Title*

Full forename(s)

Surname

Former name(s) ❶

Country/State of
residence ❷

Nationality

Date of birth

d	1	d	9	m	0	m	5	y	1	y	9	y	5	y	4
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---

Business occupation
(if any) ❸

❶ 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

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

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

4 New director's service address ❹

Please complete your service address below. You must also complete your usual
residential address in Section 4a

Building name/number

Street

Post town

County/Region

Postcode

W	1	G		8	E	U
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Country

❹ 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

Please enter the extent of your authority as director Please tick one box

Extent of authority

- Limited ❶
 Unlimited

Description of limited authority, if applicable

Are you authorised to act alone or jointly? Please tick one box

- Alone
 Jointly ❷

If applicable, name(s) of person(s) with whom you are acting jointly

❶ 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

❷ 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

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

7 Signature

Signature

Signature

X

Nicola Sayer
 For and on behalf of Capita Company Secretarial Services
 Secretary

X

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

8 Additional former name(s) (continued from Section 3)

Former name(s) ❸

❸ Additional former names
 Use this space to enter any additional names.

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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

Company name **Capita Asset Services**

Address **1st Floor**

40 Dukes Place

Post town **London**

Country/Region

Postcode **E C 3 A 7 N H**

Country **United Kingdom**

DX

Telephone **0207 954 9532**



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 NR 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