

AP04

Appointment of corporate secretary



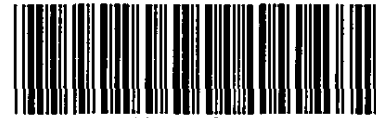
Companies House

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 appoint a
corporate body or firm as secretary

☐ What this form is NOT for
You cannot use this form if you
are appointing an individual as
secretary. To do this, please use
AP03 'Appointment of individual
secretary'.

WEDNESDAY



A40 30/09/2015 #64
COMPANIES HOUSE

1 Company details

Company number 02907584

Company name in full ANCHORAGE MEWS ESTATE (III)
MANAGEMENT COMPANY LIMITED

→ 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 corporate secretary's appointment

Date of appointment 24 09 2015

3 Corporate secretary's details

Corporate body/firm name Cosec Management Services Limited

Building name/number Suite D, Global House

Street Shrewsbury Business Park

Post town Shrewsbury

County/Region Shropshire

Postcode SY2 6LG

Country England

Is the corporate secretary registered within the European Economic Area (EEA)?

→ Yes Complete Section 4

→ No Complete Section 5

➊ Registered or principal address
This address will appear on the
public record. This address must be
a physical location for the delivery
of documents. It cannot be a PO box
number (unless contained within
a full address), a DX number or LP
(Legal post in Scotland) number

4 EEA companies

Please give details of the register where the company file is kept (including the
relevant state) and the registration number in that register

Where the company/
firm is registered England

Registration number 05953318

➋ EEA

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

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

AP04

Appointment of corporate secretary

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Non-EEA companies

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 ①

Registration number

① 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

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Signature

I consent to act as secretary of the above named company

New secretary's signature

Signature

X

K Cosec Management Services Ltd.

X

Authorising signature

Signature

X

Tony Wong

X

② 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

③ Person authorised

Under either section 270 or 274 of the Companies Act 2006

This form may be signed and authorised by Director ②, Secretary, Person authorised ③, Administrator, Administrative receiver, Receiver, Receiver manager, Charity commission receiver and manager, CIC manager, Judicial factor

AP01

Appointment of director

**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 J Winton

Company name Cossec Management Services

Address Suite D, Global House

Shrewsbury Business Park

Post town Shrewsbury

County/Region Shropshire

Postcode S Y 2 6 L G

Country England

DX

Telephone 01746 712500

**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 provided a business occupation if you have one
- ☐ You have provided a correct date of birth
- ☐ You have completed the date of appointment
- ☐ You have completed the nationality box in Section 3
- ☐ 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 included all former names used for business purposes over the last 20 years
- ☐ You have enclosed a relevant section 243 application if applying for this at the same time as completing this form
- ☐ The new director has signed the form
- ☐ You have provided an authorising signature

**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, 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

Section 243 exemption

If you are applying for, or have been granted a section 243 exemption, 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