

AP03

Appointment of secretary



Companies House



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

☒ **What this form is for**
You may use this form to appoint
an individual as a secretary.

☐ **What this form is NOT for**
You cannot use this form for
appointing a corporate secretary.
To do this, please use form
AP04 'Appointment of corporate
secretary'.

TUESDAY



A16 *A7HML8MP* 30/10/2018 #103
COMPANIES HOUSE

1 Company details

Company number 07889451

Company name in full CATERHAM AND WARLINGHAM CITIZENS ADVICE BUREAU

→ **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 secretary's appointment

Date of appointment 04/06/2018

3 New secretary's details

Title* MS

Full forename(s) INGRID

Surname KING

Former name(s) ①

① **Former name(s)**
Please provide any previous names
(including maiden or married names)
which have been used for business
purposes in the last 20 years.
Continue in section 7 if required.

4 New secretary's service address ②

Please complete your service address below.

Building name/number CATERHAM VALLEY LIBRARY

Street STAFFORD ROAD

Post town CATERHAM

County/Region SURREY

Postcode CR3 6JG

Country

② **Secretary's service address**
This is the address that will
appear on the public record. This
does not have to be your usual
residential address.
Please state 'The Company's
Registered Office' if your service
address is recorded in the company's
register of secretaries as the
company's registered office.
If you provide your residential
address here it will appear on the
public record.

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5

Consent to act as secretary

Please tick the box to confirm consent.



The company confirms that the person named in section 3 has consented to act as a secretary of the company named in section 1.

6

Signature

I am signing this form on behalf of the company.

Signature

Signature

X



X

This form may be signed and authorised by:

Director^①, Secretary, Person authorised^②, Administrator, Administrative Receiver, Receiver, Receiver manager, Charity commission receiver and manager, CIC manager, Judicial factor.

① 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.

② Person authorised

Under either section 270 or 274 of the Companies Act 2006.

7

Additional former names (continued from Section 3)

Former names^③

③ Additional former names

Use this space to enter any additional names.