

AD05

Notice to change the situation of an England and Wales company or a Welsh company

What this form is for

You may use this form to change the situation of the registered office of a company registered in England and Wales to Wales or for a company registered in Wales to England and Wales.

What this form is NOT for

You may not use this form to change a registered office address. To do this, please use form AD01 'Change of registered office address.'

1

Company details

Company number

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Company name in full

Filling in this form

Please complete in typescript or in bold black capitals.

All fields are mandatory unless specified or indicated by *

2

Change of situation of registered office

A special resolution was passed to change the situation of the registered office from (Please tick the appropriate box).

- ☐ England and Wales to Wales
☐ Wales to England and Wales

Important guidance

If you have indicated that the company is changing from an England and Wales to a Wales company, its name can end with the English name ending (e.g. Ltd for a limited company) or the Welsh name ending (e.g. Cyf for a limited company).

If you have indicated that the company is changing from a Wales to an England and Wales company, its name can only end with the English name ending (e.g. Ltd for a limited company). If your name currently includes the Welsh name ending, you must file a notice of change of name **before** this form can be registered.

Please note it is a breach of company law for an England and Wales company to have a Welsh name ending.

If the company wishes to change its name ending, you must file a notice of change of name before this form can be registered.

Location of Registered Office

If you are a Wales company, your registered office address must be in Wales. You may need to file an AD01 'Change of registered office address' **at the same time** as this form if the new situation of the registered office will be inconsistent with the physical location of the registered office address.

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.

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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.