

**Schedule 3- Table specifying the documents that may be delivered to the registrar using webfiling and the templates that must be used in respect of them**

Documents which may be delivered to the registrar using Webfiling	Legislative provision(s) requiring or authorising the delivery of the document under the Companies Act 2006	Template to be used for webfiling
Appointment of corporate director (English and bilingual versions)	Section 167	Appointment of corporate director – AP02 *Appointment of corporate director/Penodiad cyfarwyddwr corfforaethol – AP02c
Appointment of corporate secretary (English and bilingual versions)	Section 276	Appointment of corporate secretary – AP04 *Appointment of corporate secretary/Penodiad ysgrifennydd corfforaethol – AP04c
Appointment of natural person as director (English and bilingual versions)	Section 167 Companies Act 2006	Appointment of director – AP01 *Appointment of director Penodiad cyfarwyddwr – AP01c
Appointment of natural person as secretary (English and bilingual versions)	Section 276	Appointment of secretary – AP03 *Appointment of secretary Penodiad ysgrifennydd – AP03c
Change of corporate director's details (English and bilingual versions)	Section 167	Change of corporate director's details – CH01 *Change of corporate director's details/Newid manylion cyfarwyddwr corfforaethol – CH01c
Change of corporate secretary's details (English and bilingual versions)	Section 167 Companies Act 2006	Change of corporate secretary's details – CH04 *Change of corporate secretary's details/Newid manylion ysgrifennydd corfforaethol – CH04

Documents which may be delivered to the registrar using Webfiling	Legislative provision(s) requiring or authorising the delivery of the document under the Companies Act 2006	Template to be used for webfiling
Change of natural person director's details (English and bilingual versions)	Section 167 Companies Act 2006	Change of director's details – CH01 *Change of director's details/Newid manylion cyfarwyddwr – CH01c
Change of natural person secretary's details (English and bilingual versions)	Section 276 Companies Act 2006	Change of secretary's details – CH03 *Change of secretary's details/Newid manylion ysgrifennydd-CH03c
Termination of appointment of director – corporate and natural person (English and bilingual versions)	Section 167	Termination of appointment of director – TM01 *Termination of appointment of director/Terfynu penodiad cyfarwyddwr – TM01c
Termination of appointment of natural person secretary (English and bilingual versions)	Section 276	Termination of appointment of secretary – TM02 *Termination of appointment of secretary/ Terfynu penodiad ysgrifennydd – TM02c
Audit exempt abbreviated accounts	Section 475, 476 and 477 Companies Act 2006	Audit exempt abbreviated accounts – ABBRV
Dormant company accounts (English and bilingual versions)	Section 475, 476, 477 and 480 Companies Act 2006	Dormant company accounts (DCA) – AA02 *Dormant company accounts (DCA)/Cyfrifon cwmni segur (DCA) – AA02c
Change of accounting reference date (English and bilingual versions)	Section 392	Change of accounting reference date – AA01 *Change of accounting reference date/Newid dyddiad cyfeirnod cyfrifeg – AA01c
Annual return (English and bilingual versions)	Section 854	Annual return – AR01 *Annual Return/Ffurflen Flynyddol – AR01c
Change of registered office address (English and bilingual versions)	Section 87	Change of registered office address – AD01 *Change of registered office address/Newid cyfeiriad y swyddfa gofrestredig – AD01c
Change of location of company records to the registered office (English and bilingual versions)	Sections 114, 162, 228, 237, 275, 358, 702, 720, 743, 805, 809, 877, 892	Change of location of company records to the registered office (SAIL) – AD04 *Change of location of the company records to the registered office (SAIL)/Newid lleoliad cofnodion y cwmni i'r swyddfa gofrestredig (SAIL) – AD04c
Notification of single alternative inspection location (English and bilingual versions)	Sections 114, 162, 228, 237, 275, 358, 702, 720, 743, 805, 809, 877, 892 of the Companies Act 2006	Notification of single alternative inspection location (SAIL) – AD02 *Notification of single alternative inspection location (SAIL)/Rhoi gwybod am leoliad

Documents which may be delivered to the registrar using Webfiling	Legislative provision(s) requiring or authorising the delivery of the document under the Companies Act 2006	Template to be used for webfiling
Change of natural person director's details (English and bilingual versions)	Section 167 Companies Act 2006	Change of director's details – CH01 *Change of director's details/Newid manylion cyfarwyddwr – CH01c
		archwilio amgen unigol (SAIL) – AD02c
Return of allotment of shares(English and bilingual versions)	Section 555 Companies Act 2006	Return of allotment of shares – SH01 *Return of allotment of shares /Dychwelyd cyfrannau a glustnodwyd – SH01c