

Schedule 6 – XML data schemata

Form submission schema

Data Item	Mandatory /Optional	Max character length	Comments
FormSubmission	Mandatory		
FormHeader	Mandatory		
CompanyNumber	Optional		
CompanyType	Optional		Values: EW SC NI FC LP
CompanyName	Mandatory	160	
CompanyAuthenticationCode	Optional	6	
PackageReference	Mandatory		
Language	Optional		Values: EN CY
FormIdentifier	Mandatory		
SubmissionNumber	Mandatory	6	
ContactName	Mandatory	50	
ContactNumber	Mandatory	25	
DateSigned	Mandatory		
Form	Mandatory		
Document	Optional	Max count 3	
Data	Mandatory	1200000	
Date	Optional		
Filename	Optional	32	
ContentType	Mandatory		Values: application/vnd.hp-pcl application/xml
Category	Mandatory		Values: MEMARTS SUPPNAMEAUTH ACCOUNTS SUPPEXISTNAME

SCHEMA CONVERSION FOR ANNUAL RETURN

Data Item	Mandatory /Optional	Max character length	Comments
Company name	MANDATORY	160	
Company number	MANDATORY	8 characters only	
Company authentication code	MANDATORY	6 characters, letters and numbers	
Submission number	MANDATORY	6 character, unique, letters/numbers	
Submission date	MANDATORY	yyyy/mm/dd	
Company category	MANDATORY	160	Could be: 1.PLC 2. Ltd by shares 3. Ltd by guarantee 4.Ltd by guarantee exempt under s60 5. Ltd by shares exempt under s60 6.Unlimited without shares 7. Unlimited with shares
Traded on regulated market marker	OPTIONAL		Indicates whether company shares traded on regulated market – if yes must give full details of shareholders with over 5%, if no, must only give shareholder names
Made up date	MANDATORY		Format as yyyy-mm-dd
SIC Code Number	OPTIONAL	4	
SIC Code text	MANDATORY	160	
Registered office			
Registered office address premise	MANDATORY	50	
Registered office address PO Box	OPTIONAL	10	
Registered office address street	OPTIONAL	50	
Registered office address thoroughfare	OPTIONAL	50	
Registered office address postown	MANDATORY	50	
Registered office address county	OPTIONAL	50	

Data Item	Mandatory /Optional	Max character length	Comments
Registered office address Country Values:	MANDATORY	50	Could be GB-ENG GB-WLS, GB-SCT GB-NIR GBR UNDEF
Postcode	OPTIONAL	15	
Care of name	OPTIONAL	100	
Sail Address	OPTIONAL		
Sail address premise	MANDATORY	50	
Sail address PO Box	OPTIONAL	10	
Sail address street	OPTIONAL	50	
Sail address thoroughfare	OPTIONAL	50	
Sail address post town	MANDATORY	50	
Sail address county	OPTIONAL	50	
Sail address country	MANDATORY	50	Could be GB-ENG GB-WLS, GB-SCT GB-NIR GBR UNDEF
Sail address post code	OPTIONAL	15	
Sail address care of name	OPTIONAL	100	
Sail; registers list	OPTIONAL	Max 13 entries	Could be MEMBER DIR DIRCONTRACT DIRINDEM SEC RESMEET DEB CHARGEWNI CHARGESC OWNSHRPURCH OWNSHRCAP INVEST INTEREST
Individual director			
Title	OPTIONAL	50	
Forename	OPTIONAL	50	
Surname	MANDATORY	160	
Service address	MANDATORY		
CHOOSE BETWEEN			Same as registered office OR
Care of name	OPTIONAL	100	
Premise	MANDATORY	50	
Street	OPTIONAL	50	

Data Item	Mandatory /Optional	Max character length	Comments
Thoroughfare	OPTIONAL	50	
Post town	MANDATORY	50	
County	OPTIONAL	50	
Country	MANDATORY	50	Could be USA IRL DEU FRA ITA ESP PRT NLD POL BEL NOR SWE DNK AUS NZL CAN ZAF AUT HRV CYP CZE EST GRC HUN GRC LTU GBR GB-ENG GB- WLS GB-SCT GB- NIR
Post code	OPTIONAL	15	
Po Box	OPTIONAL	10	
Date of birth	MANDATORY		Format as yyyy-mm-dd
Nationality	MANDATORY	50	
Occupation	MANDATORY	50	
Country of residence	MANDATORY	50	
Previous names	OPTIONAL		
Previous names forenames	OPTIONAL	50	
Previous names surname	MANDATORY	160	
Corporate director	MANDATORY		
Corporate name	MANDATORY	160	
Care of name	OPTIONAL	100	
Premise	MANDATORY	50	
Street	OPTIONAL	50	
Thoroughfare	OPTIONAL	50	
Post Town	MANDATORY	50	
County	OPTIONAL	50	

SCHEMA CONVERSION FOR CHANGE OF COMPANY REGISTERS

Data Item	Mandatory /Optional	Max character length	Notes
Company name	MANDATORY	160	
Company number	MANDATORY	8 characters only	
Company authentication code	MANDATORY	6 characters, letters and numbers	
Submission number	MANDATORY	6 character, unique, letters/numbers	
Record Change Of Location	MANDATORY		
Record Move	MANDATORY	Max Count:2	
Destination	MANDATORY		Values: SAIL RO
Record Type	MANDATORY	Max Count:12	Values: MEMBER, DIR, DIRCONTRACT, DIRINDEM, SEC, RESMEET, DEB, CHARGEEWNI, CHARGESC, OWNSHRPURCH, OWNSHRCAP, INVEST, INTEREST ,
Destination	MANDATORY		Values: SAIL RO

**SCHEMA CONVERSION FOR CHANGE OF ACCOUNTING REFERENCE
DATE**

Data Item	Mandatory /Optional	Max character length	Notes
Company name	MANDATORY	160	
Company number	MANDATORY	8 characters only	
Company authentication code	MANDATORY	6 characters, letters and numbers	
Submission number	MANDATORY	6 character, unique, letters/numbers	
Change Accounting Reference Date	MANDATORY		
Account Ref Date	MANDATORY		
Change To Period	MANDATORY		Values: SHORT EXTEND
Amended Account Ref Date	MANDATORY		
Five Year Extension Details	OPTIONAL		
Extension Reason	MANDATORY		Values: ADMIN STATE EEAPAR

Extension Authorised Code	OPTIONAL	maxlength:4	

**SCHEMA CONVERSION FOR CHANGE OF ACCOUNTING REFERENCE
DATE**

Data Item	Mandatory /Optional	Max character length	Notes
Company name	MANDATORY	160	
Company number	MANDATORY	8 characters only	
Company authentication code	MANDATORY	6 characters, letters and numbers	
Submission number	MANDATORY	6 character, unique, letters/numbers	
Change Accounting Reference Date	MANDATORY		
Account Ref Date	MANDATORY		
Change To Period	MANDATORY		Values: SHORT EXTEND
Amended Account Ref Date	MANDATORY		
Five Year Extension Details	OPTIONAL		

Extension Reason	MANDATORY		Values: ADMIN STATE EEAPAR
Extension Authorised Code	OPTIONAL	maxlength:4	

SCHEMA CONVERSION FOR CHANGE OF REGISTERED OFFICE ADDRESS

Data Item	Mandatory /Optional	Max character length	Notes
Company name	MANDATORY	160	
Company number	MANDATORY	8 characters only	
Company authentication code	MANDATORY	6 characters, letters and numbers	
Submission number	MANDATORY	6 character, unique, letters/numbers	
Change Registered Office Address	MANDATORY		
Premise	MANDATORY	maxlength:50	

Po Box	OPTIONAL	maxlength:10	
Street	OPTIONAL	maxlength:50	
Thoroughfare	OPTIONAL	maxlength:50	
Post Town	MANDATORY	maxlength:50	
County	OPTIONAL	maxlength:50	
Country	MANDATORY		Values: GB-ENG GB-WLS GB-SCT GB-NIR GBR UNDEF
Postcode	OPTIONAL	maxlength:15	
Care of Name	OPTIONAL	maxlength:100	

SCHEMA CONVERSION FOR INCORPORATION

Data Item	Mandatory /Optional	Max character length	Notes
Proposed company name	MANDATORY	160	
Submission number	MANDATORY	6 character – letters/numbers	Internal reference number
Date of submission	MANDATORY	Yyyy/mm/dd	Internal reference
Company Type	MANDATORY		Values: PLC BYSHR BYGUAR BYGUAREXEMPT
Country Of Incorporation	MANDATORY	maxlength:2	Values: EW SC WA NI
Registered Office Address	MANDATORY		
Premise	MANDATORY	maxlength:50	

Po Box	OPTIONAL	maxlength:10	
Street	OPTIONAL	maxlength:50	
Thoroughfare	OPTIONAL	maxlength:50	
Post Town	MANDATORY	maxlength:50	
County	OPTIONAL	maxlength:50	
Country	MANDATORY		Values: GB-ENG GB-WLS GB- SCT GB-NIR GBR UNDEF
Postcode	OPTIONAL	maxlength:15	
Care of Name	OPTIONAL	maxlength:100	
Articles	MANDATORY		Values: BYSHRMODEL BYGUARMODEL PLCMODEL BYSHAREAMEND BYGUARAMEND PLCAMEND BESPOKE
Restricted Articles	OPTIONAL		
Appointment	MANDATORY		
Authentication	MANDATORY	Max Count:3 items	
Personal Attributes	MANDATORY		Values: BIRTOWN TEL NATINS PASSNO MUM EYE DAD
Personal Data	MANDATORY	maxlength:3	
CHOOSE BETWEEN			
Director	MANDATORY		
CHOOSE BETWEEN PERSON/CORPORATE			

Data Item	Mandatory /Optional	Max character length	Notes
PERSON	MANDATORY		
Title	OPTIONAL	maxlength:50	
Forename	OPTIONAL	maxlength:50	
Surname	MANDATORY	maxlength:160	
Residential Address	MANDATORY		

CHOOSE BETWEEN			
As Same as Service Address OR	MANDATORY		Values: true
Address	MANDATORY		
Care of Name	OPTIONAL	maxlength:100	
Premise	MANDATORY	maxlength:50	
Street	OPTIONAL	maxlength:50	
Thoroughfare	OPTIONAL	maxlength:50	
Post Town	MANDATORY	maxlength:50	
County	OPTIONAL	maxlength:50	
CHOOSE BETWEEN			
Country OR	MANDATORY		Values: USA IRL DEU FRA ITA ESP PRT NLD POL BEL NOR SWE DNK AUS NZL CAN ZAF AUT HRV CYP CZE EST GRC HUN GRC LTU GBR GB-ENG GB-WLS GB-SCT GB-NIR
Other foreign country	MANDATORY	maxlength:50	
Postcode	OPTIONAL	maxlength:15	
Service Address	MANDATORY		
CHOOSE BETWEEN			
Same As Registered Office OR	MANDATORY		Values: true
Address	MANDATORY		
Care of Name	OPTIONAL	maxlength:100	
Premise	MANDATORY	maxlength:50	
Street	OPTIONAL	maxlength:50	
Thoroughfare	OPTIONAL	maxlength:50	
Post Town	MANDATORY	maxlength:50	
County	OPTIONAL	maxlength:50	
CHOOSE BETWEEN			

Country OR	MANDATORY		Values: USA IRL DEU FRA ITA ESP PRT NLD POL BEL NOR SWE DNK AUS NZL CAN ZAF AUT HRV CYP CZE EST GRC HUN GRC LTU GBR GB- ENG GB-WLS GB- SCT GB-NIR
Other Foreign Country	MANDATORY	maxlength:50	
Post code	OPTIONAL	maxlength:15	
Po Box	OPTIONAL	maxlength:10	
DOB	MANDATORY		Format yyyy/mm/dd
Nationality	MANDATORY	maxlength:50	
Occupation	MANDATORY	maxlength:50	
Country Of Residence	MANDATORY	maxlength:50	
Previous Names	OPTIONAL		
Forename	OPTIONAL	maxlength:50	
Surname	MANDATORY	maxlength:160	
CORPORATE DIRECTOR	MANDATORY		
Forename	MANDATORY	maxlength:50	Person acting for corporate
Surname	MANDATORY	maxlength:160	As above
Corporate Name	MANDATORY	maxlength:160	
Address	MANDATORY		
Care of Name	OPTIONAL	maxlength:100	
Premise	MANDATORY	maxlength:50	
Street	OPTIONAL	maxlength:50	
Thoroughfare	OPTIONAL	maxlength:50	
Post Town	MANDATORY	maxlength:50	
County	OPTIONAL	maxlength:50	
CHOOSE BETWEEN			
Country OR	MANDATORY		Values: USA IRL DEU FRA ITA ESP PRT NLD POL BEL NOR SWE DNK AUS NZL CAN ZAF AUT HRV CYP CZE EST GRC HUN GRC LTU GBR GB- ENG GB-WLS GB- SCT GB-NIR
Other Foreign Country	MANDATORY	maxlength:50	
Postcode	OPTIONAL	maxlength:15	
Po Box	OPTIONAL	maxlength:10	

Company Identification CHOOSE BETWEEN	MANDATORY		
Non EEA	MANDATORY		
Place Registered	OPTIONAL	maxlength:50	
Registration Number	OPTIONAL	maxlength:20	
Governing Law	MANDATORY	maxlength:50	
Legal Form	MANDATORY	maxlength:50	
OR EEA MANDATORY			
Place Registered	MANDATORY	maxlength:50	
Registration Number	MANDATORY	maxlength:20	
SECRETARY - CHOOSE BETWEEN	MANDATORY		
PERSON	MANDATORY		
Title	OPTIONAL	maxlength:50	
Forename	OPTIONAL	maxlength:50	
Surname	MANDATORY	maxlength:160	
Address Choose Between	MANDATORY		
Same As Registered Office OR	MANDATORY		Values: true
Address	MANDATORY		
Care of Name	OPTIONAL	maxlength:100	
Premise	MANDATORY	maxlength:50	
Street	OPTIONAL	maxlength:50	
Thoroughfare	OPTIONAL	maxlength:50	
Post Town	MANDATORY	maxlength:50	
County	OPTIONAL	maxlength:50	
CHOOSE BETWEEN			
Country OR	MANDATORY		Values: USA IRL DEU FRA ITA ESP PRT NLD POL BEL NOR SWE DNK AUS NZL CAN ZAF AUT HRV CYP CZE EST GRC HUN GRC LTU GBR GB-ENG GB-WLS GB-SCT GB-NIR

Other foreign country	MANDATORY	maxlength:50	
Postcode	OPTIONAL	maxlength:15	
Po Box	OPTIONAL	maxlength:10	
Previous Names	OPTIONAL		
Forename	OPTIONAL	maxlength:50	
Surname	MANDATORY	maxlength:160	
OR CORPORATE SECRETARY	MANDATORY		
Forename	MANDATORY	maxlength:50	Person acting for corporate director
Surname	MANDATORY	maxlength:160	As above
Corporate Name	MANDATORY	maxlength:160	
Address	MANDATORY		
Care of Name	OPTIONAL	maxlength:100	
Premise	MANDATORY	maxlength:50	
Street	OPTIONAL	maxlength:50	
Thoroughfare	OPTIONAL	maxlength:50	
Post Town	MANDATORY	maxlength:50	
County	OPTIONAL	maxlength:50	
CHOOSE BETWEEN			
Country OR	MANDATORY		Values: USA IRL DEU FRA ITA ESP PRT NLD POL BEL NOR SWE DNK AUS NZL CAN ZAF AUT HRV CYP CZE EST GRC HUN GRC LTU GBR GB-ENG GB-WLS GB-SCT GB-NIR
Other foreign country	MANDATORY	maxlength:50	
Postcode	OPTIONAL	maxlength:15	
Po Box	OPTIONAL	maxlength:10	
Company Identification - CHOOSE BETWEEN	MANDATORY		

Non EEA	MANDATORY		
Place Registered	OPTIONAL	maxlength:50	
Registration Number	OPTIONAL	maxlength:20	
Governing Law	MANDATORY	maxlength:50	
Legal Form	MANDATORY	maxlength:50	
OR			
EEA	MANDATORY		
Place Registered	MANDATORY	maxlength:50	
Registration Number	MANDATORY	maxlength:20	
Statement Of Capital	OPTIONAL		
Capital	MANDATORY		
Total Number Of Issued Shares	MANDATORY		
Share Currency	MANDATORY		
Total Aggregate Nominal Value	MANDATORY		
Shares	MANDATORY		
Share Class	MANDATORY		
Prescribed Particulars	MANDATORY		
Number of Shares	MANDATORY		
Amount Paid Due Per Share	MANDATORY		
Amount Unpaid Per Share	MANDATORY		
Aggregate Nominal Value	MANDATORY		
Shareholders CHOOSE BETWEEN	OPTIONAL		
Person	MANDATORY		
Forename	OPTIONAL	maxlength:50	
Surname	MANDATORY	maxlength:160	
OR			
Corporate	MANDATORY		
Forename	MANDATORY	maxlength:50	
Surname	MANDATORY	maxlength:160	

Corporate Name	MANDATORY	maxlength:160	
Address MANDATORY			
Care of Name	OPTIONAL	maxlength:100	
Premise	MANDATORY	maxlength:50	
Street	OPTIONAL	maxlength:50	
Thoroughfare	OPTIONAL	maxlength:50	
Post Town	MANDATORY	maxlength:50	
County	OPTIONAL	maxlength:50	
CHOOSE BETWEEN			
Country OR	MANDATORY		Values: USA IRL DEU FRA ITA ESP PRT NLD POL BEL NOR SWE DNK AUS NZL CAN ZAF AUT HRV CYP CZE EST GRC HUN GRC LTU GBR GB-ENG GB-WLS GB-SCT GB-NIR
Other foreign country	MANDATORY	maxlength:50	
Postcode	OPTIONAL	maxlength:15	
Shares	MANDATORY		
Share Class	MANDATORY		
Num Shares	MANDATORY		
Amount Paid Due Per Share	MANDATORY		
Amount Unpaid Per Share	MANDATORY		

Share currency	MANDATORY		Values: AED AFN ALL AMD ANG AOA ARS AUD AWG AZN BAM BBD BDT BGN BHD BIF BMD BND BOB BRL BSD BTN BWP BYR BZD CAD CDF CHF CLP CNY COP CRC CUP CVE CYP CZK DJF DKK DOP DZD EEK EGP ERN ETB EUR FJD FKP GBP GEL GGP GHS GIP GMD GNF GTQ GYD HKD HNL HRK HTG HUF IDR ILS IMP INR IQD IRR ISK JEP JMD JOD JPY KES KGS KHR KMF KPW KRW KWD KYD KZT LAK LBP LKR LRD LSL LTL LVL LYD MAD MDL MGA MKD MMK MNT MOP MRO MTL MUR MVR MWK MXN MYR MZN NAD NGN NIO NOK NPR NZD OMR PAB PEN PGK PHP PKR PLN PYG QAR RON RSD RUB RWF SAR SBD SCR SDG SEK SGD SHP SKK SLL SOS SPL SRD STD SVC SYP SZL THB TJS TMM TND TOP TRY TTD TVD TWD TZS UAH UGX USD UYU UZS VEB VEF VND VUV WST XAF XAG XAU XCD XDR XOQ XPD XPF XPT YER ZAR ZMK ZWD
Share Value	MANDATORY		
Authentication	MANDATORY	Max Count:3	
Personal Attribute	MANDATORY		Values: BIRTOWN TEL NATINS PASSNO MUM EYE DAD
Personal Data	MANDATORY	maxlength:3	
Guarantors CHOOSE BETWEEN	OPTIONAL		

Person	MANDATORY		
Forename	OPTIONAL	maxlength:50	
Surname	MANDATORY	maxlength:160	
OR			
Corporate	MANDATORY		
Forename	MANDATORY	maxlength:50	
Surname	MANDATORY	maxlength:160	
Corporate Name	MANDATORY	maxlength:160	
Address	MANDATORY		
Care of Name	OPTIONAL	maxlength:100	
Premise	MANDATORY	maxlength:50	
Street	OPTIONAL	maxlength:50	
Thoroughfare	OPTIONAL	maxlength:50	
Post Town	MANDATORY	maxlength:50	
County	OPTIONAL	maxlength:50	
CHOOSE BETWEEN			
Country	MANDATORY		Values: USA IRL DEU FRA ITA ESP PRT NLD POL BEL NOR SWE DNK AUS NZL CAN ZAF AUT HRV CYP CZE EST GRC HUN GRC LTU GBR GB- ENG GB-WLS GB- SCT GB-NIR
OR			
Other Foreign Country	MANDATORY	maxlength:50	
Postcode	OPTIONAL	maxlength:15	
Amount Guaranteed	MANDATORY	maxlength:100	
Authentication	MANDATORY	Max Count:3	
Personal Attribute	MANDATORY		Values: BIRTOWN TEL NATINS PASSNO MUM EYE DAD
Personal Data	MANDATORY	maxlength:3	
Authoriser	MANDATORY		
Authoriser Designation	MANDATORY		Values: SUBSCRIBER AGENT

Agent	OPTIONAL		
Authentication	MANDATORY	Max Count:3	
Personal Attribute	MANDATORY		Values: BIRTOWN TEL NATINS PASSNO MUM EYE DAD
Personal Data	MANDATORY	maxlength:3	
CHOOSE BETWEEN			
Corporate	MANDATORY		
Forename	MANDATORY	maxlength:50	
Surname	MANDATORY	maxlength:160	
Corporate Name	MANDATORY	maxlength:160	
OR			
Person	MANDATORY		
Forename	OPTIONAL	maxlength:50	
Surname	MANDATORY	maxlength:160	
Address	MANDATORY		
Care of Name	OPTIONAL	maxlength:100	
Premise	MANDATORY	maxlength:50	
Street	OPTIONAL	maxlength:50	
Thoroughfare	OPTIONAL	maxlength:50	
Post Town	MANDATORY	maxlength:50	
County	OPTIONAL	maxlength:50	
CHOOSE BETWEEN			
Country	MANDATORY		Values: USA IRL DEU FRA ITA ESP PRT NLD POL BEL NOR SWE DNK AUS NZL CAN ZAF AUT HRV CYP CZE EST GRC HUN GRC LTU GBR GB- ENG GB-WLS GB- SCT GB-NIR
OR			
Other Foreign Country	MANDATORY	maxlength:50	

Postcode	OPTIONAL	maxlength:15	
Same Day	MANDATORY		
Same Name	OPTIONAL		
Name Authorisation	OPTIONAL		
Reject Reference	OPTIONAL	maxlength:8	
Inc Designation	MANDATORY		Values: DIR SEC SOLICITOR
Supporting information	OPTIONAL	Printer Control Language	Letter justifying sensitive word or Government Dept name etc
Memorandum	MANDATORY	Printer Control Language	
Articles	MANDATORY	Printer Control Language	

SCHEMA CONVERSION FOR RETURN OF ALLOTMENT OF SHARES

Data Item	Mandatory /Optional	Max character length	Notes
Company name	MANDATORY	160	
Company number	MANDATORY	8 characters only	
Company authentication code	MANDATORY	6 characters, letters and numbers	
Submission number	MANDATORY	6 character, unique, letters/numbers	
Submission date	MANDATORY	yyyy/mm/dd	
Return of Allotment Shares	MANDATORY		
Start Period Shares Allotted	MANDATORY	yyyy/mm/dd	
End Period Shares Allotted	OPTIONAL	yyyy/mm/dd	
Statement Of Capital	MANDATORY		
Total Number Of Issued Shares	MANDATORY		
Share Currency	MANDATORY		
Total Aggregate Nominal Value	MANDATORY		
Shares	MANDATORY		
Share Class	MANDATORY		

Prescribed Particulars	MANDATORY		
Num Shares	MANDATORY		
Amount Paid Due Per Share	MANDATORY		
Amount Unpaid Per Share	MANDATORY		
Aggregate Nominal Value	MANDATORY		
Allotment	MANDATORY		
Share Class	MANDATORY		
Num Shares	MANDATORY		
Amount Paid Due Per Share	MANDATORY		
Amount Unpaid Per Share	MANDATORY		

Share Currency MANDATORY			Values: AED AFN ALL AMD ANG AOA ARS AUD AWG AZN BAM BBD BDT BGN BHD BIF BMD BND BOB BRL BSD BTN BWP BYR BZD CAD CDF CHF CLP CNY COP CRC CUP CVE CYP CZK DJF DKK DOP DZD EEK EGP ERN ETB EUR FJD FKP GBP GEL GGP GHS GIP GMD GNF GTQ GYD HKD HNL HRK HTG HUF IDR ILS IMP INR IQD IRR ISK JEP JMD JOD JPY KES KGS KHR KMF KPW KRW KWD KYD KZT LAK LBP LKR LRD LSL LTL LVL LYD MAD MDL MGA MKD MMK MNT MOP MRO MTL MUR MVR MWK MXN MYR MZN NAD NGN NIO NOK NPR NZD OMR PAB PEN PGK PHP PKR PLN PYG QAR RON RSD RUB RWF SAR SBD SCR SDG SEK SGD SHP SKK SLL SOS SPL SRD STD SVC SYP SZL THB TJS TMM TND TOP TRY TTD TVD TWD TZS UAH UGX USD UYU UZS VEB VEF VND VUV WST XAF XAG XAU XCD XDR XOF XPD XPF XPT YER ZAR ZMK ZWD
Share Value	MANDATORY		

Consideration	OPTIONAL	maxlength:1000	
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SCHEMA CONVERSION FOR APPOINTMENT OF OFFICER

Data Item	Mandatory /Optional	Max character length	Notes
Company name	MANDATORY	160	
Company number	MANDATORY	8 characters only	
Company authentication code	MANDATORY	6 characters, letters and numbers	
Submission number	MANDATORY	6 character, unique, letters/numbers	Internal reference number
Submission date	MANDATORY	yyyy/mm/dd	Internal reference
Officer Appointment			
Appointment Date	MANDATORY		
Authentication	MANDATORY	Max Count:3	
Personal Attribute	MANDATORY		Values: BIRTOWN TEL NATINS PASSNO MUM EYE DAD
Personal Data	MANDATORY	maxlength:3	
Director	MANDATORY		
CHOOSE BETWEEN			
Person	MANDATORY		
Title	OPTIONAL	maxlength:50	
Forename	OPTIONAL	maxlength:50	
Surname	MANDATORY	maxlength:160	
Residential Address	MANDATORY		
CHOOSE BETWEEN			
Same As Service Address	MANDATORY		Values: true
OR - Address MANDATORY			
Care of Name	OPTIONAL	maxlength:100	
Premise	MANDATORY	maxlength:50	
Street	OPTIONAL	maxlength:50	

Data Item	Mandatory /Optional	Max character length	Notes
Thoroughfare	OPTIONAL	maxlength:50	
Post Town	MANDATORY	maxlength:50	
County	OPTIONAL	maxlength:50	
CHOOSE BETWEEN			
Country	MANDATORY		Values: USA IRL DEU FRA ITA ESP PRT NLD POL BEL NOR SWE DNK AUS NZL CAN ZAF AUT HRV CYP CZE EST GRC HUN GRC LTU GBR GB-ENG GB-WLS GB-SCT GB-NIR
OR			
Other Foreign Country	MANDATORY	maxlength:50	
Postcode	OPTIONAL	maxlength:15	
Secure Address Ind	OPTIONAL		Why here?
Service Address	MANDATORY		
CHOOSE BETWEEN			
Same As Registered Office	MANDATORY		Values: true
OR			
Address	MANDATORY		
Care of Name	OPTIONAL	maxlength:100	
Premise	MANDATORY	maxlength:50	
Street	OPTIONAL	maxlength:50	
Thoroughfare	OPTIONAL	maxlength:50	
Post Town	MANDATORY	maxlength:50	
County	OPTIONAL	maxlength:50	
CHOOSE BETWEEN			
Country	MANDATORY		Values: USA IRL DEU FRA ITA ESP PRT NLD POL BEL NOR SWE DNK AUS NZL CAN ZAF AUT HRV CYP CZE EST GRC HUN GRC LTU GBR GB-ENG GB-WLS GB-SCT GB-NIR

Data Item	Mandatory /Optional	Max character length	Notes
OR			
Other Foreign Country	MANDATORY	maxlength:50	
Postcode	OPTIONAL	maxlength:15	
PoBox	OPTIONAL	maxlength:10	
DOB	MANDATORY		
Nationality	MANDATORY	maxlength:50	
Occupation	MANDATORY	maxlength:50	
Country Of Residence	MANDATORY	maxlength:50	
Previous Names	OPTIONAL		
Forename	OPTIONAL	maxlength:50	
Surname	MANDATORY	maxlength:160	
OR			
Corporate director	MANDATORY		
Forename	MANDATORY	maxlength:50	Person acting for corporate director
Surname	MANDATORY	maxlength:160	As above
Corporate Name	MANDATORY	maxlength:160	
Address	MANDATORY		
Care of Name	OPTIONAL	maxlength:100	
Premise	MANDATORY	maxlength:50	
Street	OPTIONAL	maxlength:50	
Thoroughfare	OPTIONAL	maxlength:50	
Post Town	MANDATORY	maxlength:50	
County	OPTIONAL	maxlength:50	
CHOOSE BETWEEN			

Data Item	Mandatory /Optional	Max character length	Notes
Country	MANDATORY		Values: USA IRL DEU FRA ITA ESP PRT NLD POL BEL NOR SWE DNK AUS NZL CAN ZAF AUT HRV CYP CZE EST GRC HUN GRC LTU GBR GB-ENG GB-WLS GB-SCT GB-NIR
OR			
Other Foreign Country	MANDATORY	maxlength:50	
Postcode	OPTIONAL	maxlength:15	
Po Box	OPTIONAL	maxlength:10	
Company Identification	MANDATORY		
CHOOSE BETWEEN			
Non EEA	MANDATORY		
Place Registered	OPTIONAL	maxlength:50	
Registration Number	OPTIONAL	maxlength:20	
Governing Law	MANDATORY	maxlength:50	
Legal Form	MANDATORY	maxlength:50	
OR			
EEA	MANDATORY		
Place Registered	MANDATORY	maxlength:50	
Registration Number	MANDATORY	maxlength:20	
Secretary	MANDATORY		
CHOOSE BETWEEN			
Person	MANDATORY		
Title	OPTIONAL	maxlength:50	
Forename	OPTIONAL	maxlength:50	
Surname	MANDATORY	maxlength:160	
Service Address	MANDATORY		

Data Item	Mandatory /Optional	Max character length	Notes
CHOOSE BETWEEN			
Same As Registered Office	MANDATORY	Values: true	
OR			
Address	MANDATORY		
Care of Name	OPTIONAL	maxlength:100	
Premise	MANDATORY	maxlength:50	
Street	OPTIONAL	maxlength:50	
Thoroughfare	OPTIONAL	maxlength:50	
Post Town	MANDATORY	maxlength:50	
County	OPTIONAL	maxlength:50	
CHOOSE BETWEEN			
Country	MANDATORY		Values: USA IRL DEU FRA ITA ESP PRT NLD POL BEL NOR SWE DNK AUS NZL CAN ZAF AUT HRV CYP CZE EST GRC HUN GRC LTU GBR GB-ENG GB-WLS GB-SCT GB-NIR
OR			
Other Foreign Country	MANDATORY	maxlength:50	
Postcode	OPTIONAL	maxlength:15	
Po Box	OPTIONAL	maxlength:10	
Previous Names	OPTIONAL		
Forename	OPTIONAL	maxlength:50	
Surname	MANDATORY	maxlength:160	
OR			
Corporate Secretary	MANDATORY		
Forename	MANDATORY	maxlength:50	Person acting for corporate director
Surname	MANDATORY	maxlength:160	As above
Corporate Name	MANDATORY	maxlength:160	

Data Item	Mandatory /Optional	Max character length	Notes
Address	MANDATORY		
Care of Name	OPTIONAL	maxlength:100	
Premise	MANDATORY	maxlength:50	
Street	OPTIONAL	maxlength:50	
Thoroughfare	OPTIONAL	maxlength:50	
Post Town	MANDATORY	maxlength:50	
County	OPTIONAL	maxlength:50	
CHOOSE BETWEEN			
Country	MANDATORY		Values: USA IRL DEU FRA ITA ESP PRT NLD POL BEL NOR SWE DNK AUS NZL CAN ZAF AUT HRV CYP CZE EST GRC HUN GRC LTU GBR GB-ENG GB-WLS GB-SCT GB-NIR
OR			
Other Foreign Country	MANDATORY	maxlength:50	
Postcode	OPTIONAL	maxlength:15	
Po Box	OPTIONAL	maxlength:10	
Company Identification	MANDATORY		
CHOOSE BETWEEN			
Non EEA	MANDATORY		
Place Registered	OPTIONAL	maxlength:50	
Registration Number	OPTIONAL	maxlength:20	
Governing Law	MANDATORY	maxlength:50	
Legal Form	MANDATORY	maxlength:50	
OR			
EEA	MANDATORY		
Place Registered	MANDATORY	maxlength:50	
Registration Number	MANDATORY	maxlength:20	

SCHEMA CONVERSION FOR TERMINATION OF OFFICER

Data Item	Mandatory /Optional	Max character length	Notes
Company name	MANDATORY	160	
Company number	MANDATORY	8 characters only	
Company authentication code	MANDATORY	6 characters, letters and numbers	
Submission number	MANDATORY	6 character, unique, letters/numbers	
Officer Resignation	MANDATORY		
Resignation Date	MANDATORY		
CHOOSE BETWEEN			
Director	MANDATORY		
CHOOSE BETWEEN			
CorporateName	MANDATORY	maxlength:160	
OR			
Person	MANDATORY		
Title	OPTIONAL	maxlength:50	

Surname	MANDATORY	maxlength:160	
Forename	OPTIONAL	maxlength:50	
DOB	MANDATORY		
Secretary	MANDATORY		
CHOOSE BETWEEN			
CorporateName	MANDATORY	maxlength:160	
OR			
Person	MANDATORY		
Title	OPTIONAL	maxlength:50	
Surname	MANDATORY	maxlength:160	
Forename	OPTIONAL	maxlength:50	

SCHEMA CONVERSION FOR CHANGE OF OFFICER PARTICULARS

Data Item	Mandatory /Optional	Max character length	Notes
Company name	MANDATORY	160	
Company number	MANDATORY	8 characters only	
Company authentication code	MANDATORY	6 characters, letters and numbers	
Submission number	MANDATORY	6 character, unique, letters/numbers	
Officer Change Details	MANDATORY		
Date Of Change	MANDATORY		
Director	MANDATORY		
CHOOSE BETWEEN			
Person	MANDATORY		
Title	OPTIONAL	maxlength:50	

Surname	MANDATORY	maxlength:160	
Forename	OPTIONAL	maxlength:50	
DOB	MANDATORY		
Change	OPTIONAL		
Name	OPTIONAL		
Title	OPTIONAL	maxlength:50	
Surname	MANDATORY	maxlength:160	
Forename	OPTIONAL	maxlength:50	
Service Address	OPTIONAL		
CHOOSE BETWEEN			
Same As Registered Office	MANDATORY		Values: true
OR			
Address	MANDATORY		
Care of Name	OPTIONAL	maxlength:100	
Premise	MANDATORY	maxlength:50	
Street	OPTIONAL	maxlength:50	
Thoroughfare	OPTIONAL	maxlength:50	
Post Town	MANDATORY	maxlength:50	
County	OPTIONAL	maxlength:50	
CHOOSE BETWEEN			

Country	MANDATORY		Values: USA IRL DEU FRA ITA ESP PRT NLD POL BEL NOR SWE DNK AUS NZL CAN ZAF AUT HRV CYP CZE EST GRC HUN GRC LTU GBR GB- ENG GB- WLS GB-SCT GB-NIR
OR			

Country	MANDATORY		Values: USA IRL DEU FRA ITA ESP PRT NLD POL BEL NOR SWE DNK AUS NZL CAN ZAF AUT HRV CYP CZE EST GRC HUN GRC LTU GBR GB- ENG GB- WLS GB-SCT GB-NIR
Postcode	OPTIONAL	maxlength:15	
Po Box	OPTIONAL	maxlength:10	
Residential Address Unchanged Ind	OPTIONAL		Values: true
Residential Address	OPTIONAL		
CHOOSE BETWEEN			
Same As Service Address	MANDATORY		Values: true
OR			
Address	MANDATORY		
Care of Name	OPTIONAL	maxlength:100	
Premise	MANDATORY	maxlength:50	
Street	OPTIONAL	maxlength:50	
Thoroughfare	OPTIONAL	maxlength:50	
Post Town	MANDATORY	maxlength:50	

County	OPTIONAL	maxlength:50	
CHOOSE BETWEEN			
Country	MANDATORY		Values: USA IRL DEU FRA ITA ESP PRT NLD POL BEL NOR SWE DNK AUS NZL CAN ZAF AUT HRV CYP CZE EST GRC HUN GRC LTU GBR GB- ENG GB- WLS GB-SCT GB-NIR
OR			
Other Foreign Country	MANDATORY	maxlength:50	
Postcode	OPTIONAL	maxlength:15	
Secure Address Ind	OPTIONAL		
Nationality	OPTIONAL	maxlength:50	
Country Of Residence	OPTIONAL		
Occupation	OPTIONAL	maxlength:50	
Corporate	MANDATORY		
Corporate Name	MANDATORY maxlength:160		
Change OPTIONAL			
Corporate Name	OPTIONAL	maxlength:160	

Address	OPTIONAL		
Care of Name	OPTIONAL	maxlength:100	
Premise	MANDATORY	maxlength:50	
Street	OPTIONAL	maxlength:50	
Thoroughfare	OPTIONAL	maxlength:50	
Post Town	MANDATORY	maxlength:50	
County	OPTIONAL	maxlength:50	
CHOOSE BETWEEN			
Country	MANDATORY		Values: USA IRL DEU FRA ITA ESP PRT NLD POL BEL NOR SWE DNK AUS NZL CAN ZAF AUT HRV CYP CZE EST GRC HUN GRC LTU GBR GB- ENG GB- WLS GB-SCT GB-NIR
OR			
Other Foreign Country	MANDATORY	maxlength:50	
Postcode	OPTIONAL	maxlength:15	
Po Box	OPTIONAL	maxlength:10	
Company Identification	OPTIONAL		

CHOOSE BETWEEN			
Non EEA	MANDATORY		
Place Registered	OPTIONAL	maxlength:50	
Registration Number	OPTIONAL	maxlength:20	
Governing Law	MANDATORY	maxlength:50	
Legal Form	MANDATORY	maxlength:50	
OR			
EEA MANDATORY			
Place Registered	MANDATORY	maxlength:50	
Registration Number	MANDATORY	maxlength:20	
Secretary	MANDATORY		
CHOOSE BETWEEN			
Person	MANDATORY		
Title	OPTIONAL	maxlength:50	
Surname	MANDATORY	maxlength:160	
Forename	OPTIONAL	maxlength:50	
Change	OPTIONAL		
Name	OPTIONAL		
Title	OPTIONAL	maxlength:50	
Surname	MANDATORY	maxlength:160	
Forename	OPTIONAL	maxlength:50	
Service Address	OPTIONAL		
CHOOSE BETWEEN			
Same As Registered Office	MANDATORY		Values: true
OR			
Address	MANDATORY		
Care of Name	OPTIONAL	maxlength:100	
Premise	MANDATORY	maxlength:50	
Street	OPTIONAL	maxlength:50	
Thoroughfare	OPTIONAL	maxlength:50	

Post Town	MANDATORY	maxlength:50	
County	OPTIONAL	maxlength:50	
CHOOSE BETWEEN			
Country	MANDATORY		Values: USA IRL DEU FRA ITA ESP PRT NLD POL BEL NOR SWE DNK AUS NZL CAN ZAF AUT HRV CYP CZE EST GRC HUN GRC LTU GBR GB- ENG GB- WLS GB-SCT GB-NIR
OR			

Country	MANDATORY		Values: USA IRL DEU FRA ITA ESP PRT NLD POL BEL NOR SWE DNK AUS NZL CAN ZAF AUT HRV CYP CZE EST GRC HUN GRC LTU GBR GB- ENG GB- WLS GB-SCT GB-NIR
Postcode	OPTIONAL	maxlength:15	
Po Box	OPTIONAL	maxlength:10	
Residential Address Unchanged Indicator	OPTIONAL	Values: true	
OR			
Corporate	MANDATORY		
Corporate Name	OPTIONAL	maxlength:160	
Address	OPTIONAL		
Care of Name	OPTIONAL	maxlength:100	
Premise	MANDATORY	maxlength:50	
Street	OPTIONAL	maxlength:50	
Thoroughfare	OPTIONAL	maxlength:50	
Post Town	MANDATORY	maxlength:50	
County	OPTIONAL	maxlength:50	

CHOOSE BETWEEN			
Country			
OR			
Other Foreign Country	MANDATORY	maxlength:50	
Postcode	OPTIONAL	maxlength:15	
Po Box	OPTIONAL	maxlength:10	
Company Identification	OPTIONAL		
CHOOSE BETWEEN			
Non EEA	MANDATORY		
Place Registered	OPTIONAL	maxlength:50	
Registration Number	OPTIONAL	maxlength:20	
Governing Law	MANDATORY	maxlength:50	
Legal Form	MANDATORY	maxlength:50	
OR			
EEA	MANDATORY		
Place Registered	MANDATORY	maxlength:50	
Registration Number	MANDATORY	maxlength:20	

SCHEMA CONVERSION FOR CHANGE OF COMPANY REGISTERS

Data Item	Mandatory /Optional	Max character length	Notes
Company name	MANDATORY	160	
Company number	MANDATORY	8 characters only	
Company authentication code	MANDATORY	6 characters, letters and numbers	
Submission number	MANDATORY	6 character, unique, letters/numbers	
Record Change Of Location	MANDATORY		
Record Move	MANDATORY	Max Count:2	
Destination	MANDATORY		Values: SAIL RO
Record Type	MANDATORY	Max Count:12	Values: MEMBER, DIR, DIRCONTRACT, DIRINDEM, SEC, RESMEET, DEB, CHARGEEWNI, CHARGESC, OWNSHRPURCH, OWNSHRCAP, INVEST, INTEREST ,
Destination	MANDATORY		Values: SAIL RO