

RP02A

Application for rectification by the Registrar of Companies

What this form is for

You may use this form to apply to the Registrar to rectify the register where information was either delivered under the Companies Act 2006 or The Overseas Companies Regulations 2009 on, or after, 1st October 2009 that:

- is invalid or ineffective,
- was done without the authority of the company,
- is factually inaccurate or is derived from something factually inaccurate, or
- is forged.

What this form is NOT for

You cannot use this form:

- to apply to rectify either the company's registered office address or the UK establishment address (overseas company),
- to apply to rectify the register where previously delivered information was either unnecessary, was inconsistent with other information already on the register or has been replaced, or
- for forms delivered under the Companies Act 1985 or before 1st October 2009.

1 Applicant's name and address

Title*	
Full forename(s)	
Surname	
Building name/number	
Street	
Post town	
County/Region	
Postcode	
Country	

→ **Filling in this form**
Please complete in typescript or in bold black capitals.

All fields are mandatory unless specified or indicated by *

2 Applicant's details

Please indicate whether you, as the applicant, are

- ☐ the person by whom the material was delivered, or
- ☐ the company to which the material relates, or
- ☐ the individual to whom the material relates.

3 Company details and description of the form

Company number to which the application to rectify relates	
Company name to which the application to rectify relates	

RP02A

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This application can only be used to rectify information on the register that was previously delivered on the following company forms (and any respective continuation pages). You may only list one form per application.

- IN01, IN01c – Application to register a company - Proposed directors' or secretaries' details **only**.
- AP01, AP01c, AP02, AP02c, AP03, AP03c, AP04, AP04c – Appointment of director, corporate director, secretary or corporate secretary.
- CH01, CH01c, CH02, CH02c, CH03, CH03c, CH04, CH04c – Change of director's, corporate director's, secretary's or corporate secretary's details.
- TM01, TM01c, TM02, TM02c – Termination of appointment of director or secretary.

This application can only be used to rectify information on the register that was previously delivered on the following overseas company forms (and any respective continuation pages). You may only list one form per application:

- OS IN01 'Registration of an overseas company opening a UK establishment' – Officer details **only**
- OS AP01, OS AP02, OS AP03, OS AP04 - Appointment of director, corporate director, secretary or corporate secretary of an overseas company
- OS AP05, OS AP07 – Appointment of permanent representative or person authorised to accept service on behalf of an overseas company in respect of a UK establishment
- OS CH03, OS CH04, OS CH05, OS CH06 – Change of director's, corporate director's, secretary's or corporate secretary's details of an overseas company
- OS CH07, OS CH09 – Change of details for a permanent representative or person authorised on behalf of an overseas company to accept service in respect of a UK establishment
- OS TM01, OS TM02 – Termination of appointment of director or secretary of an overseas company
- OS TM03 – 'Termination of appointment by an overseas company of a person authorised to accept service of documents or person authorised to represent the company in respect of a UK establishment'

Description of
the form

RP02A

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4

Registration Date

Date of registration

d

d

m

m

y

y

y

y

5

Reason for rectification

The information in the form described above

☐ is invalid or ineffective.

☐ was done without the authority of the company.

☐ is factually inaccurate or is derived from something factually inaccurate.

☐ is forged.

If only part of the form is to be rectified, please specify exactly what information is to be removed from the Register.

Information to be rectified

RP02A

Application for rectification by the Registrar of Companies

6

Where to sign

Are you the person by whom the material was delivered or the individual to whom the material relates?

- **Yes** Please sign the form in **Section 7**.
- **No** If you are the company to which the material relates, please sign the form in **Section 8**.

7

The person by whom the material was delivered or the individual to whom the material relates

I confirm that the material specified in this application complies with the requirements under section 1095 of the Companies Act 2006 and Regulations 4 & 5 of The Registrar of Companies and Applications for Striking Off Regulations 2009.

Applicant's
signature

Signature

8

The company to which the material relates

I confirm that the material specified in this application complies with the requirements under section 1095 of the Companies Act 2006 and Regulations 4 & 5 of The Registrar of Companies and Applications for Striking Off Regulations 2009.

I am signing this form on behalf of the company.

Signature

Signature

This form may be signed by:
Director, Secretary, Person authorised, Permanent representative on behalf of an overseas company, Administrator, Administrative receiver, Receiver, Receiver manager, Liquidator, Charity commission receiver and manager, CIC manager, Judicial factor.

RP02A

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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.