

# OS CH04

## Change of details of a corporate director of an overseas company

### What this form is for

You may use this form to change the details of a corporate director of an overseas company.

### What this form is NOT for

You cannot use this form if you are changing the details of a corporate secretary. To do this, please use form OS CH06 'Change of details of a corporate secretary of an overseas company'.

## 1 Overseas company details

Company number

Company name in full  
or alternative name as  
registered in the UK

  

### → Filling in this form

Please complete in typescript or in bold black capitals.

## 2 Corporate director's current details on the Register

Corporate body/firm  
name

  

## 3 Date of change of details

Date of change of  
details

d	d	m	m	y	y	y	y
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Please complete the appropriate sections to indicate which of your details have changed.

## 4 Change of name details

Please enter your new name.

Change of corporate  
body/firm name

  

## 5 Change of registered or principal office address

Building name/number

Street

  

Post town

County/Region

Postcode

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Country

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#### 6 Change of European Economic Area (EEA) company details

Please give any new details of the register where the company file is kept (including the relevant state) and any change of registration number in that register.

New details where the company/firm is registered

New registration number

#### 7 Change of non-EEA company details

Please show any change of details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please detail any change to the register in which it is entered (including the state) and any new registration number in that register.

Change of details of the legal form of the corporate body or firm

Change of details of governing law

If applicable, new details where the company/firm is registered

If applicable, the new registration number

#### 8 Change of corporate director's authority

Please enter the extent of your authority as corporate director. Please tick one box.

Extent of authority

- ☐ Limited  
☐ Unlimited

Description of limited authority, if applicable

Are you authorised to act alone or jointly? Please tick one box.

- ☐ Alone  
☐ Jointly

If applicable, name(s) of person(s) with whom you are acting jointly

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UK establishments

A return must be delivered in respect of any alteration to the company particulars by each UK establishment. If, however, a company has more than one UK establishment, it may deliver only one form in respect of all those UK establishments, provided it completes the table below.

UK establishment name	Registration number							

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Signature

I am signing this form on behalf of the overseas company.

Signature

Signature

This form may be signed by:  
Director, Secretary, Permanent representative.

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## Where to send

**You may return this form to any Companies House address:**

**England and Wales:**

The Registrar of Companies, Companies House,  
Crown Way, Cardiff, Wales, CF14 3UZ.  
DX 33050 Cardiff.

**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).

**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.