

RP01

Replacement of document not meeting requirements for proper delivery

What this form is for

You can only use this form to file a replacement of a document that was previously delivered to the Registrar of Companies under the Companies Act 2006 on or after 1 October 2009 and was either not properly delivered or contained unnecessary material.

What this form is NOT for

You cannot use this form to change information in a previously filed document, or to replace a document delivered under Section 25 of the Companies Act 2006 - Company Charges.

1 Company details

Company number

Company name in full

→ Filling in this form

Please complete in typescript or in bold black capitals.

2 Description of the original document

Document type

Date of registration of
the original document

^d ^d ^m ^m ^y ^y ^y ^y

3 Signature

A replacement document must only be filed where (i) a document has previously been delivered and either (ii) that document was not properly delivered or (iii) that document contained unnecessary material.

Please sign either **Section 3a** or **Section 3b**.

3a The company to which the original document relates

Please complete this section if you are signing on behalf of the company to which the original document relates.

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, Liquidator, Administrator, Administrative receiver, Receiver, Receiver manager, Charity commission receiver and manager, CIC manager, Judicial factor.

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3b

The person who delivered the original document

Please complete this section if you are the person who delivered the original document.

Signature

Signature

4

Notes

Please note:

If you are applying for, or have been granted, exemption under Section 243 of the Companies Act 2006 and the document(s) you are replacing contain(s) your usual residential address, please post this form along with the replacement document to the address below:

The Registrar of Companies, PO BOX 4082, Cardiff, CF14 3WE.

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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.

Section 243 exemption

If you are applying for, or have been granted, a section 243 exemption, please post this form along with the replacement document to the different postal address below:

The Registrar of Companies, PO Box 4082,
Cardiff, CF14 3WE.