

# OS TM02

## Termination of appointment of secretary of an overseas company

**What this form is for**  
You may use this form to terminate the appointment of a secretary (individual or corporate) of an overseas company.

**What this form is NOT for**  
You cannot use this form if you are terminating the appointment of a director of an overseas company. To do this, please use form OS TM01 'Termination of appointment of director of an overseas company.'

### 1 Overseas company details

Company number	<input type="text"/>	<b>→ Filling in this form</b> Please complete in typescript or in bold black capitals.  All fields are mandatory unless specified or indicated by *
Company name in full or alternative name as registered in the UK	<input type="text"/>	

### 2 Current details on the Register

Please give us the current appointment details of this secretary held on the public register.	
Title *	<input type="text"/>
Full forename(s)	<input type="text"/>
Surname/Corporate name	<input type="text"/>

### 3 Termination date

Date of termination of appointment	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
------------------------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------

### 4 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
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

### 5 Signature

I am signing this form on behalf of the overseas company.	
Signature	<input type="text"/>

# OS TM02

## Termination of appointment of secretary of an overseas company

### 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.