



Companies House



Congratulations on becoming a director

With your Director's Control ID, you can now file your company's accounts online. You can also file your company's accounts online using a Director's Control ID.

John Mark Frost, Director's Control ID, is responsible for ensuring your company's accounts are filed on time. You can also file your company's accounts online using a Director's Control ID.

- file your company's accounts
- file your company's accounts
- identify and record your people with significant control (PSC)

It's easier to do this online.

- !** You may be fined, prosecuted or disqualified if you do not meet your responsibilities as a director. If your annual accounts are not delivered on time, your company will get a late filing penalty.

If you have not agreed to be a director, call us on 0303 1234 500.

Make sure you know your responsibilities as a director. Go to:

www.companieshouse.gov.uk/director

Yours sincerely

John-Mark Frost

John-Mark Frost
Director of Operations

Company number
05000132



It's quicker and easier to file online

- 1 Go to**
www.gov.uk/ch
- 2 Choose**
 - > File your statement
 - > File your accounts
 - > Change your details
- 3 File online**
You'll need an authentication code. Sign up and allow up to 5 working days for it to arrive by post.

People with significant control

When applying for a grant of protection, you must provide details of all persons with significant control (PSCs) and their details.

A PSC is a person who holds more than 25% of the shares in the company, or has the right to exercise more than 25% of the voting rights in the company.

You must provide details of all PSCs to the registrar. If you are not sure who the PSCs are, you should apply for a grant of protection. The registrar will then investigate and provide you with the details of the PSCs.

You must also provide details of all persons who are not PSCs but who have significant control over the company. This includes persons who are not PSCs but who have the right to exercise more than 25% of the voting rights in the company, or who have the right to appoint or remove a director.

The registrar will then provide you with the details of the PSCs.

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Further help

For more information on PSCs go to: www.companieshouse.gov.uk/psc