

## Companies House Filings

Companies that are registered with the PROOF system at Companies House (the online system for making web filings) can no longer submit any forms by post that can be submitted online. Any PROOF registered companies that attempt to submit forms by post that can be submitted online will have the forms returned to their registered office address.

Below is a list of the forms that must be submitted online by those using the PROOF system:

### **New 2006 Companies Act forms - for 'events' that occurred on/after 1/10/09:**

- Annual Return(AR01)
- Change of Accounting Reference Date(AA01)
- Appointment of corporate director(AP02)
- Appointment of corporate secretary(AP04)
- Termination of appointment of director(TM01)
- Change of location of company records to the registered office(SAIL)(AD04)
- Notification of single alternative inspection location(SAIL)(AD02)
- Audit Exempt Abbreviated Accounts
- Dormant Company Accounts(DCA)
- Notification of location of company records to the single alternative inspection location(SAIL)(AD03)
- Return of Allotments of Shares(SH01)
- Change of registered office address(AD01)
- Appointment of secretary(AP03)
- Appointment of director(AP01)
- Change of corporate director's details(CH02)
- Change of corporate secretary's details(CH04)
- Termination of appointment of secretary(TM02)
- Change of secretary's details(CH03)
- Change of director's details(CH01)

### **1985 Companies Act forms - for 'events' that occurred before 01/10/09:**

- Change of Particulars for Director or Secretary(288c)
- Appointment of a Corporate Director or Secretary(288a)
- Annual Return(363)
- Appointment of a Director or Secretary(288a)
- Terminating Appointment as Director or Secretary(288b)
- Return of Allotments of Shares (excluding non-cash)(88(2))

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