



Companies House

Guidance on completing paper form

Striking off application by a company (DS01)

January 2015

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The application for strike off (form DS01) may appear straightforward, but many are rejected for filing and returned for amendment. Please pay particular attention to the top reasons for rejection and guidance on how to avoid them:

Printed name of the signatory is missing

The name of each signatory must be printed clearly within the 'Name' field located in section 3 of form DS01.

Signature date is missing

Each signature must be accompanied by a date within the 'Signature Date' field in section 3 of form DS01.

Form not signed by majority of directors

A majority of the company's directors must sign the form DS01 (section 3). For example, if the company has two directors then both must sign, or if the company has three directors then at least two must sign.

£10 fee not sent

A fee of £10 (by cheque or postal order) must be sent with the form and made payable to Companies House. Cheques should not be payable from the account of the company applying for strike-off.

Company name or number is/are incorrect or missing

The company name and number must be provided on the form in full. Both should match the name and number held on Companies House records.

For more information, please view our detailed guidance on [Company strike off, dissolution and restoration](#)