

# OS CH02

## Notice by an overseas company of a change of company details, or of details not previously delivered



Companies House

✓ **What this form is for**  
You may use this form to change the details of an overseas company.

✗ **What this form is NOT for**  
You cannot use this form to change the details of a UK establishment. To do this, please use form OS CH01 'Return by a UK establishment of an overseas company for change of details.'

For further information, please refer to our guidance at [www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)

### Part 1 Overseas company details

This section must be completed by all companies.

#### A1 Overseas company details

Company number

Company name in full or alternative name as registered in the UK

→ **Filling in this form**  
Please complete in typescript or in bold black capitals.  
  
All fields are mandatory unless specified or indicated by \*

### Part 2 Company change of details

Please complete the appropriate **Sections B1-B6** to indicate which of your details have changed. Please note that **Section B2, B4, B5 & B6** are not required to be completed if the changes are already disclosed in the constitutional documents and have been filed with the Registrar.

Notice of any change to previously delivered details must be delivered within 21 days of the alteration being made. If the information is being given for the first time by an EEA company, please leave any "date of change" empty.

#### B1 Legal form

Change in legal form

Date of change <sup>d</sup> <sup>d</sup> <sup>m</sup> <sup>m</sup> <sup>y</sup> <sup>y</sup> <sup>y</sup> <sup>y</sup>

❶ If the company has changed its legal form either by its own decision or by a change in its parent law, please give the details here.

#### B2 Principal place of business or registered office address in country of incorporation

Building name/number

Street

Post town

County/Region

Postcode

Country

Date of change <sup>d</sup> <sup>d</sup> <sup>m</sup> <sup>m</sup> <sup>y</sup> <sup>y</sup> <sup>y</sup> <sup>y</sup>

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## B3 Change to accounting requirements

Is the company required to prepare, audit and disclose accounts under parent law?

**YES** please give the period for which the company is required to prepare accounts by parent law.

From	d	d	m	m
To	d	d	m	m

Please give the period allowed for the preparation and public disclosure of accounts for the above accounting period.

Months		
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**NO** Please tick the box below to confirm.

The company is not required to prepare, audit and disclose accounts under parent law.

## B4 Objects

Please give the objects (or change to objects and the date of change of the objects if appropriate).

Change of objects	

Date of change	d	d	m	m	y	y	y	y
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## B5 Capital

Please show the amount of the company's issued capital and give the date of change (if appropriate)

Issue capital	

Date of change	d	d	m	m	y	y	y	y
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## B6 Governing Law

Please specify the current law under which the company is incorporated and give the date of change (if appropriate).

Date of change	d	d	m	m	y	y	y	y
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**B7**

## 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							

## Part 3

## Signature

I am signing this form on behalf of the overseas company.

Signature

Signature

X

X

This form may be signed by:  
Director, Secretary, Permanent representative.

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## Presenter information

You do not have to give any contact information, but if you do it will help Companies House if there is a query on the form. The contact information you give will be visible to searchers of the public record.

Contact name

Company name

Address

Post town

County/Region

Postcode

Country

DX

Telephone



## Checklist

**We may return forms completed incorrectly or with information missing.**

**Please make sure you have remembered the following:**

- The company name and number as registered in the UK match the information held on the public Register.
- You have entered the relevant company details.
- You have completed Section B7, if applicable.
- You have signed the form.



## Important information

**Please note that all information on this form will appear on the public record.**



## 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

### 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.



## Further information

For further information, please see the guidance notes on the website at [www.gov.uk/companieshouse](http://www.gov.uk/companieshouse) or email [enquiries@companieshouse.gov.uk](mailto:enquiries@companieshouse.gov.uk)

**This form is available in an alternative format. Please visit the forms page on the website at [www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)**