

LL CH03

Change of service address for a judicial factor (Scotland) of a Limited Liability Partnership (LLP)



Companies House

✓ **What this form is for**
You may use this form to
change the service address
for a judicial factor (Scotland)
of an LLP.

✗ **What this form is NOT for**
You cannot use this form if you
are changing any other details of
an LLP.

For further information, please
refer to our guidance at
www.companieshouse.gov.uk

1 LLP details

LLP number

LLP name in full

→ Filling in this form

Please complete in typescript or in
bold black capitals.

All fields are mandatory unless
specified or indicated by *

2 Name of judicial factor^①

Title*

Full forename(s)

Surname/Corporate
name

① Name

Please give your full name.

3 Change of judicial factor's service address^②

Building name/number

Street

Post town

County/Region

Postcode

Country

② Service address

This is the address that will appear
on the public record. This does not
have to be your usual residential
address.

4 Signature

Signature

Signature

✗

✗

This form must be signed by the judicial factor.

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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 LLP name and number match the information held on the public Register.
- ☐ You have provided the name of the judicial factor in Section 2.
- ☐ You have entered the change of the judicial factor's service address in Section 3.
- ☐ Your address must be a physical location. It cannot be a PO Box number (unless part of a full address), DX or LP (Legal Post in Scotland) number.
- ☐ You have provided an authorising signature.



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, however for expediency we advise you to return it to the appropriate address below:

For LLPs registered in England and Wales:

The Registrar of Companies, Companies House,
Crown Way, Cardiff, Wales, CF14 3UZ.
DX 33050 Cardiff.

For LLPs registered in 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).

For LLPs registered in 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.companieshouse.gov.uk or email enquiries@companieshouse.gov.uk

This form is available in an alternative format. Please visit the forms page on the website at www.companieshouse.gov.uk