

SQP2

Change of details for a Scottish qualifying partnership



✓ **What this form is for**
Use this form to tell us about a change of details (other than PSC details) of a Scottish partnership (which is not a limited partnership or LLP), which has no natural person partners

✗ **What this form is NOT for**
Do not use this form to tell us about a change of details for a limited partnership (use LP6)

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

Part 1 Partnership details

A1 Partnership details

Please show the partnership name as currently shown on our records.

Partnership name in full	
Registered number	

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

Part 2 Details of changes

B1 New name of partnership

New partnership name in full	
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B2 New service address ^①

Building name/number	
Street	
Post town	
County/Region	
Postcode	

① Please give an address where documents can be delivered

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Change of details for a Scottish qualifying partnership

B3

Change to partner's details ¹

	Tick if applicable <input type="checkbox"/> This is a new partner <input type="checkbox"/> This partner has ceased to be a partner	¹ Show details of any change to any partner or name of partner, any change to the register in which that partner is entered and / or its registration number in that register. Include details of any corporate entity becoming or ceasing to be a partner. Do not give any details of individual (natural person) partners. Please use the partners continuation pages if necessary.
Name of partner		
Previous name (if applicable)		
	If applicable, please give details of the register in which the partner is entered and the registration number in that register.	
Where the company/ firm is registered		
Registration number		

B3

Change to partner's details ¹

	Tick if applicable <input type="checkbox"/> This is a new partner <input type="checkbox"/> This partner has ceased to be a partner	¹ Show details of any change to any partner or name of partner, any change to the register in which that partner is entered and / or its registration number in that register. Include details of any corporate entity becoming or ceasing to be a partner. Do not give any details of individual (natural person) partners. Please use the partners continuation pages if necessary.
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Previous name (if applicable)		
	If applicable, please give details of the register in which the partner is entered and the registration number in that register.	
Where the company/ firm is registered		
Registration number		

Part 3

Signature

C1

Partner's signature	Signature	
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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:

- You have given the name and registered number of the partnership as it appears on our records in section A1.
- You have used the correct appointment sections.
- Any addresses given must be a physical location. They cannot be a PO Box number (unless part of a full service address), DX or LP (Legal Post in Scotland) number.
- The document has been signed, where indicated.



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 address below:

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).



Further information

For further information, please see the guidance notes on the website at www.gov.uk/companieshouse or email 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

SQP2 - continuation page

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