



EE CH02

Change of corporate manager's details of a UKEIG



Companies House

✓ What this form is for
You may use this form to change the details of a corporate manager of a UKEIG

✗ What this form is NOT for
You must not use this form to change the details of an individual who is a manager of an UKEIG. To do this please use form EE CH01.

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

1 UKEIG details

Grouping number

Grouping 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 Corporate manager's current details on the Register ①

Corporate body/
firm name

① Current details
This information is used to identify your details on the public record.

3 Date of change of details

Date of change of details

Complete the appropriate sections to indicate which of your details have changed.

4 Change of name details

Change of corporate body/firm name ②

② Enter your new name.

5 Change of registered or principal office address ③

Building name/number

Street

Post town

County/Region

Postcode

Country

③ Registered or principal address
This is the address that will appear on the public record. This address must be a physical location for the delivery of documents. It cannot be a PO Box number (unless contained within a full address) or DX number.

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Grouping conditions

If the grouping has more than one manager does the manager have the power to bind the grouping acting singly?

Yes

No - Specify below the conditions under which the managers can bind the grouping.

Grouping conditions

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Change of legal details

Give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, also give details of the register in which it is entered (including the state) and its registration number in that register.

Change of details of the legal form of the corporate body or firm

Change of details of governing law

If applicable, new details where the company/firm is registered ❶

If applicable, new registration number

❶ Where you have provided details of the register (including state) where the company or firm is registered, you must also provide its number in that register.

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Change of name of person authorised to represent the corporate manager

Title *

Full forename(s) ❷

Surname ❷

❷ New name
Enter your new name.

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9 Change of service address of person authorised to represent the corporate manager ⓘ

Building name/number									
Street									
Post town									
County/Region									
Postcode	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>								
Country									

ⓘ Service address of person authorised to represent the corporate manager
This is the address that will appear on the public record. This does not have to be your usual residential address.

If you provide your residential address here it will appear on the public record.

10 Change of other details of person authorised to represent the corporate manager

Change of nationality	
Change of business occupation	

11 Signature

	I am signing this form on behalf of the grouping.				
Signature	<table border="1"><tr><td>Signature</td><td></td></tr><tr><td>X</td><td>X</td></tr></table>	Signature		X	X
Signature					
X	X				
	This form may be signed by a member or manager.				

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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 grouping name and number match the information held on the public Register.
- You have entered in Section 3 the date of change of details.
- You have entered the relevant change of details.
- A new address must be a physical location. It cannot be a PO Box number (unless part of a full address), DX number.
- You have signed the form.

Important information

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 a UKEIG registered in England and Wales:

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

For a UKEIG registered in Scotland:

The Registrar of Companies, Companies House,
Fourth floor, Edinburgh Quay 2,
139 Fountainbridge, Edinburgh, Scotland, EH3 9FF.
DX ED235 Edinburgh 1

For a UKEIG 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.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