

Companies Act 2006

Written special resolution on change of name

Company number: _____

Existing company name: _____

The following special written resolution to change the name of the company was agreed and passed by the members.

On the _____ day of _____ 20 _____

That the name of the company be changed to:

New name: _____

Signed: _____

*Director / secretary / CIC Manager (if appropriate) / administrator / administrative receiver / receiver manager / receiver, on behalf of the company. (*delete as appropriate)

Notes:

- Only a private company can pass a written resolution.
- A copy of the resolution must be delivered to Companies House within 15 days of it being passed.
- A fee of £30 is required to change the name (cheques made payable to 'Companies House').
- Have you checked whether the name is available at: companieshouse.gov.uk ?
- Please provide the name and address to which the certificate is to be sent.