

SE AP01

Appointment of a member of a supervisory organ of a United Kingdom Societas (UKS)



Companies House

✓ **What this form is for**
You may use this form to
appoint a member of a
supervisory organ of a UKS.

✗ **What this form is NOT for**
You cannot use this form if you are
appointing a corporate member
of a supervisory organ of a UKS
(to do this, please use form a SE
AP02). To appoint a member of
an administrative or management
organ please use form AP01.

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

1 UKS details

UKS number							
UKS 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 Date of member's appointment

d	d	m	m	y	y	y	y

3 New member's details

Title	
Full forename(s)	
Surname	
Former name(s) ^①	
Country/State of residence ^②	
Nationality	
Month/year of birth ^③	

① Former name(s)
Please provide any previous names
(including maiden or married names)
which have been used for business
purposes in the last 20 years
Continue in section 7 if required.

② Country/State of residence
This is in respect of your usual
residential address as stated in
section 4a.

③ Month and year of birth
Please provide month and year only.

4 New member's service address ^④

Building name/number	
Street	
Post town	
County/Region	
Postcode	
Country	

④ Service address
This is the address that will appear
on the public record. This does not
have to be the usual residential
address.

You can state 'the UK Societas'
registered office' is your service
address is the same as the UKS's
registered office.

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

This page is not shown on the public record

Do not cover this barcode

3a**New member's date of birth^①**

Please complete your full date of birth below.

Date of birth

d	d	m	m	y	y	y	y
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① Date of birth

You must give the full date of birth.

4a**New member's usual residential address^②**

Please complete your usual residential address below.

Building name/number

Street

Post town

County/Region

Postcode

Country

② New member's usual residential address

You can state 'Same as service address' in this section if your usual residential address is the same as your service address.

You cannot use 'Same as service address' if your service address has been stated in section 4 as 'The UK Societas' Registered Office'. You will need to complete the address in full.

This cannot be a PO Box, or DX number.

Section 243 exemption^③

Only tick the box below if you are in the process of applying for, or have been granted, exemption by the Registrar from disclosing your usual residential address to credit reference agencies under section 243 of the Companies Act 2006.

Different postal address:

If you are applying for, or have been granted, a section 243 exemption, please post this whole form to the different postal address below:
The Registrar of Companies, PO Box 4082, Cardiff, CF14 3WE.

Where you are applying for a section 243 exemption with this notice, the application and this form must be posted together.

③ If you are currently in the process of applying for, or have been granted, a section 243 exemption, you may wish to check you have not entered your usual residential address in section 4 as this will go on the public record.

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Consent to act

Please tick the box to confirm consent.

The UK Societas confirms that the person named in section 3 has consented to act as a member of a supervisory organ of the UK Societas named in section 1.

6

Authentication

Name

Enter your printed name. You do not need to include a signature.

This form may be authenticated by:

Member of management organ of the UKS, Liquidator, Administrator, Administrative receiver, Receiver, Receiver manager.

7

Additional former names (continued from section 3)

Former names ①

① Additional former names

Use this space to enter any additional names.

**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 UKS name and number match the information held on the public Register.
- ☐ You have provided a correct date of birth.
- ☐ You have completed the date of appointment.
- ☐ You have completed the nationality box .
- ☐ You have provided both the service address and the usual residential address.
- ☐ Addresses must be a physical location. They cannot be a PO Box number (unless part of a full service address), DX number or LP (Legal Post in Scotland) number.
- ☐ You have included all former names used for business purposes over the last 20 years.
- ☐ You have ticked the consent to act statement in section 5.
- ☐ You have authenticated the form.

**Important information**

Please note that all information on this form will appear on the public record, apart from information relating to usual residential addresses and day of birth.

**Where to send**

You can upload certain forms to Companies House instead of sending them by post.

If you need to post your form, you must send it to the correct address.

For more information on where to send the form visit:

gov.uk/companies-house/offices

Section 243 exemption

If you are applying for, or have been granted a section 243 exemption, please post this whole form to the different postal address below:

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Cardiff, CF14 3WE.

**Further information**

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

This form is available in an alternative format. Please visit the forms page on our website: gov.uk/companieshouse