

## **REGISTRAR'S RULES 2009**

### **VOLUME 5**

#### **AUTHENTICATION OF A CERTIFICATE SENT BY THE REGISTRAR BY ELECTRONIC MEANS**

*Made*  
*Coming into force*

*29 September 2009*  
*1 October 2009*

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### **SCHEDULES**

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The registrar of companies makes the following rules in exercise of the powers conferred by section 1115(2) and section 1117 of the Companies Act 2006

### **Commencement**

1. The rules in this Volume come into force on 1<sup>st</sup> October 2009.

### **Application of this Volume**

2.(1) The rules in this Volume apply to electronic certificates issued by the registrar on or after 1<sup>st</sup> October 2009.

(2) Other Volumes of the registrar's rules 2009 cover the following matters-

- (a) Requirements applicable to documents delivered to the registrar in electronic form (Volume 1);
- (b) Requirements applicable to documents delivered to the registrar in paper form (Volume 2);
- (c) Requirements applicable to a document or part of a document delivered to the registrar on a CD-ROM or DVD-ROM (Volume 3);
- (d) Fees payable to the registrar (Volume 4).

### **Revocation of s710A approvals**

3. All approvals issued by the registrar pursuant to section 710A of the Companies Act 1985 in respect of the communication and authentication by the registrar of information in non-legible form are revoked with effect from 1<sup>st</sup> October 2009.

### **Definitions and general interpretation**

4.(1) In this Volume of the rules-

“application” means a document or documents delivered to the registrar in electronic form and in respect of which the registrar is under a duty to issue a certificate if properly delivered to him;

“e-certificate” means a document in the form of an electronic portable document format (PDF) file that, if it were in hard copy form, would be required to be signed by the Registrar or authenticated by his seal;

“seal” means electronic code under the control of the registrar;

“visual representation of the seal” means any of the images contained in Schedule 1;

Unless the context otherwise requires, references to sections are to sections of the Companies Act 2006.

(2) In this Volume of the rules-

- (a) any reference to a “rule” or “rules” is a reference to the rules in this Volume of the registrar's rules 2009 and any reference to a numbered rule or Schedule is to the rule or Schedule so numbered in this Volume;
- (b) any reference to an Act includes a reference to any subordinate legislation made under that Act;
- (c) words in the singular shall include the plural and vice versa and a reference to a gender shall include a reference to all genders.

**Authentication and issue of e-certificates**

5.(1) This rule only applies to e-certificates sent by the registrar using electronic means.

(2) Upon registering a properly delivered application the registrar will create an authenticated e-certificate.

(3) The registrar authenticates the e-certificate by incorporating his seal within it such that the legible copy of the electronic file representing the e-certificate bears a visual representation of the seal.

Signed by:

***Gareth Jones*** - Registrar of Companies for England and Wales

***Dorothy Blair*** - Registrar of Companies for Scotland

***Helen Shilliday*** - Registrar of Companies for Northern Ireland

## SCHEDULES

### Schedule 1 – Visual representations of the seal



**THE OFFICIAL SEAL OF THE  
REGISTRAR OF COMPANIES**



**THE OFFICIAL SEAL OF THE  
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