How to download forms (before filing them)

To download forms before filing go to Company > Select a company

Once you're on the company's homepage, and you know the name of the form you require go to **Filing**, look through the list and select the form required:

My office	Select all	Company	Person	Filing	Documents	Companies Hse	Sign out			
				Filing Centre						
CONFIRM T	HESE ITEMS FOR		BATCH OR BY INDIVIDUA	Check E-filing						
				CS01 Confirmatio	n Statement					
Preview PDF paper form or e-file individually	Item to be filed			Company forms						
B	TM02 - Termination of Hya	cinth TUNGSTEN	as Secretary on 25 May	Director forms						
	nwoz - renninación or nya	CITET TONOSTEN	as secretary on 25 may	Share forms						
				PSC forms						
		AP03 App	oint secretary	Secretary forms						
		AP04 App	oint corporate secretai	RP04 Correct a pr	evious filing					
		CH03 Secr	etary details	Submit uploaded	accounts					
		CH04 Corp	orate secretary detail	Get started with E	-filing					
		TM02 Terr	nination of secretary	Filing code for Wil	liam.H.SMITH					
				_						
	Submit					Back				

Now select Preview:

	My office	Select all		Company	Person	Filing	Docu	iments	Companies Hse	Sign out		
	Choose a resigned secretary Contact name			e for this form is t NAS - 25/5/2024		Secretaries.				~		
			PRESENTER Show presenter details on form None									
	Presenter Copy options for address below Address Post town County Postcode Country			Test and I	Test and Demo Account							
				(none)							~	
				ec12345								
	Ph DX	one	ţ	0123456999								
			Preview						Cancel for	m		

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	\equiv pdf_tm02.php	1 / 2	— 96% + 🕄	\$	± ē
Download PDF		In accordance with Section 279 &279D of the Companies Act 2006.	TM02 Termination of appoir	ntment of secretary	
Download encrypted PDF	1		Go online to file this information Please go to www.gov.uk/companiesh	ouse	
File electronically			What this form is for You may use this form to terminate the appointment of a secretary (individual or corporate).	What this form is NOT for You cannot use this form to terminate the appointment of a director. To do this, please use form TM01 'Termination of appointment of director'.	For further information, please refer to our guidance at www.gov.uk/companieshouse
		1	Company details		
Back		Company number	5 0 0 0 0 0 0 0]	Filling in this form Please complete in typescript or in
		Company name in full	William.H.SMITH		bold black capitals.
					All fields are mandatory unless specified or indicated by *
Cancel form		2	Secretary's current details on th	e Register	
			Please give us the current appointme public Register.	nt details of this secretary held on the	
		Title*	Mr		
		Full forename(s)	Oliver		
		Surname/Corporate	Bonas		
		name			

Files can be downloaded in an encrypted format, requiring a password.

Alternatively, to do this from the Filing centre go to (Filing > Filing centre):

My office	e Select all Cor	mpany Persor	n Filing	Documents	Companies Hse	Sign out		
FILING CE	NTRE - EVENTS AND S							
	th e-filing below. Tick to file any unr		filing the next Confirmatio	n Statement.				
Next Confirmation	Statement due 1/1/2025 (last: 31/1/	2024) Next accounts	s due 31/1/2025 (last filed	was made up to: 31/1/2024	4)			
		1	All Companies Print	& export				
Tick to file	Form needed for update/	Date of update/	Description of update/			Missing fields		
(submission number)		(Submission date)				which prevent filing	by Staff	
			2024					
	TM02 resign secretary	25 May 2024	Resignation of <u>Hyacinth</u> 25/5/2024	TUNGSTEN as company se	cretary. Date of resig	gnation	Elizabeth	
	TM02 resign secretary	25 May 2024	Resignation of <u>Oliver BC</u> 25/5/2024	NAS as company secretary	v. Date of resignation		Elizabeth	
	PSC07 PSC cessation	10 May 2024	William H SMITH as a PS	C. Cessation			Elizabeth	
	AA01 accounts reference date cha	nge 08 May 2024	Change of accounting re change 8/5/2024	ference date from 31/5/20	024 to 31/1/2024. Dat	e of	Elizabeth	
	AD01 Registered office change	08 May 2024	Change of registered off Kingdom. Date of chang	ìce address to 31 square, L e 8/5/2024	ondon, w3 2dz, Unite	ed	Elizabeth	
	NM01 change of company name	08 May 2024		ne. Date of change 8/5/202 firming sufficient notice for		eeting	Flizabeth	
E-file items ticked above Other E-filing Confirmation Statement Check E-filing Cancel								

Tick the form you wish to preview, then select **E-file items ticked above**:

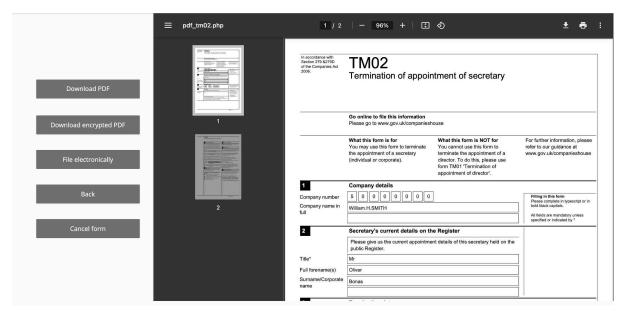
CONFIRM THESE ITEMS FOR FILING (AS A BATCH OR BY INDIVIDUAL PREVIEW AND FILING)									
Preview PDF paper form or e-file individually	Item to be filed								
	TM02 - Termination of Hyacinth TUNGSTEN as Secretary on 25 May 2024								
Ţ									
	Submit		Back						

Now you can click on the PDF icon to view it. Note: Please DO NOT click **Submit** until you're ready to file the form

Now select **Preview**:

	My office	Select all	Company	Person	Filing	Documents	Companies Hse	Sign out		
	Choose a resigned secretary			he data source for this form is the <u>Register of Secretaries</u> . Oliver BONAS - 25/5/2024						
				PRESENTER						
	Conta	act name	None	Show presenter details on form None						
	Presenter Copy options for address below Address			Test and Demo Account						
	Post t	town								
	County Postcode Country									
				United Kingdom						
	Phone DX	e								
		Previev	v				Cancel for	'n		

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