

LQ02

Notice of ceasing to act as an administrative receiver, receiver or manager



✓ **What this form is for**
You may use this form to give notice of a cessation to act as an administrative receiver, receiver or manager of a company's property.

✗ **What this form is NOT for**
You cannot use this form to appoint an administrative receiver, receiver or manager. To do this, please use form LQ01. Also, you cannot use this form for a Scottish company.

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

1 Company details

Company number	<input type="text"/>
Company name in full	<input type="text"/>

→ **Filling in this form**
Please complete in typescript or in bold black capitals.

All fields are mandatory unless specified or indicated by *

2 Statement of cessation

Name	I/We ①								
	of								
	give notice that I/we ceased to act as ②								
	<input type="checkbox"/> Receiver <input type="checkbox"/> Administrative receiver <input type="checkbox"/> Manager								
	of the above company on								
Date of cessation	<table border="1"> <tr> <td>d</td><td>d</td><td>m</td><td>m</td><td>y</td><td>y</td><td>y</td><td>y</td> </tr> </table>	d	d	m	m	y	y	y	y
d	d	m	m	y	y	y	y		

① **Name**
Please give the name and address of the administrative receiver/receiver/manager.

② Please tick one box.

3 Signature ③

	Please sign the form here.
Signature	Signature X

③ **Signature**
By the person who is ceasing to act as the administrative receiver, receiver or manager.

**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 company name and number match the information held on the public Register.
- You have given the correct name(s) of the person(s) ceasing to act as administrative receiver, receiver or manager in Section 2.
- You have completed the date that the administrative receiver, receiver or manager ceased to act.
- You have signed the form.

**Important information**

Please note that 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 companies registered in England and Wales:

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

For companies 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.companieshouse.gov.uk or email enquiries@companieshouse.gov.uk

This form is available in an alternative format. Please visit the forms page on the website at www.companieshouse.gov.uk