

OS CH01

Return by a UK establishment of an overseas company for change of details



✓ What this form is for
You may use this form to change
the details of a UK establishment.

✗ What this form is NOT for
You cannot use this form to change
the details of an overseas company.
To do this, please use form OS CH02
'Return by an overseas company for
a change of company details.'

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

1 Overseas company details

Company number	<input type="text"/>
Company name in full or alternative name as registered in the UK	<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 UK establishment details ¹

UK establishment number to which these changes relate	<input type="text"/>
UK establishment name in full	<input type="text"/>

1 Please enter the UK
establishment number and name to
which these changes relate.

This return must be delivered to the Registrar within 21 days of the alteration
being made.
Please complete the appropriate sections to indicate which of your details
have changed.

3 Change of address of UK establishment

Building name/number	<input type="text"/>
Street	<input type="text"/>
Post town	<input type="text"/>
County/Region	<input type="text"/>
Postcode	<input type="text"/>

Please enter the date of change of address.

Date of change of address	<input type="text"/>
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4 Change in nature of business

Business activities	<input type="text"/>
Date of change in nature of business	<input type="text"/>

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5		Change of name of the UK establishment	
New name			
Date of change of name of the UK establishment	d	d	m m y y y y
6		Signature	
		I am signing this form on behalf of the overseas company.	
Signature	Signature X		X
		This form may be signed by: Director, Secretary, Permanent representative.	

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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 as registered in the UK match the information held on the public Register.
- You have given the UK establishment details.
- You have entered the relevant change of details.
- A new address must be a physical location. It cannot be a PO Box number (unless part of a full address), DX or LP (Legal Post in Scotland) number.
- 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:

England and Wales:

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

Scotland:

The Registrar of Companies, Companies House,
Fourth floor, Edinburgh Quay 2,
139 Fountainbridge, Edinburgh, Scotland, EH3 9FF.
DX ED235 Edinburgh 1
or LP - 4 Edinburgh 2 (Legal Post).

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