



# 288b

## Terminating appointment as director or secretary (NOT for appointment (use Form 288a) or change of particulars (use Form 288c))

Please complete in typescript,  
or in bold black capitals.

CHWP000

Company Number

Company Name in full

  

Date of termination of appointment

| Day                  | Month                | Year                 |
|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |

as director  as secretary

Please mark the appropriate box. If terminating appointment as a director and secretary mark both boxes.

**NAME** \*Style / Title  \*Honours etc

Please insert details as previously notified to Companies House.

Forename(s)

Surname

†Date of Birth

| Day                  | Month                | Year                 |
|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |

**A serving director, secretary etc must sign the form below.**

Signed

Date

\* Voluntary details.  
† Directors only.  
\*\* Delete as appropriate

(\*\* serving director / secretary / administrator / administrative receiver / receiver manager / receiver)

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

|                                |                                  |
|--------------------------------|----------------------------------|
| <input type="text"/>           |                                  |
| <input type="text"/>           |                                  |
| Tel <input type="text"/>       |                                  |
| DX number <input type="text"/> | DX exchange <input type="text"/> |

Companies House receipt date barcode

***This form has been provided free of charge  
by Companies House.***

When you have completed and signed the form please send it to the Registrar of Companies at:

**Companies House, Crown Way, Cardiff, CF14 3UZ DX 33050 Cardiff**  
for companies registered in England and Wales or  
**Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB**  
for companies registered in Scotland **DX 235 Edinburgh**