

# OS AP01

## Appointment of director of an overseas company

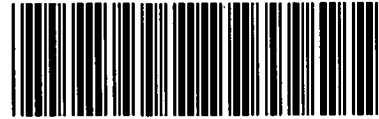


Companies House

**What this form is for**  
You may use this form to appoint an individual as a director of an overseas company.

**What this form is NOT for**  
You cannot use this form to appoint a corporate director of an overseas company. To do this, please use OS AP02 'Appointment of director of an overseas company'.

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21/07/2023

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COMPANIES HOUSE

### 1 Overseas company details

Company number

Company name in full or alternative name as registered in the UK

**Filling in this form**

Please complete in typescript or in bold black capitals.

All fields are mandatory unless specified or indicated by \*

### 2 Date of director's appointment

Date of appointment

### 3 New director's details

Title\*

Full forename(s)

Surname

Former name(s)

Country/State of residence

Nationality

Month/year of birth

Business occupation (if any)

**Former name(s)**

Please provide any previous names (including maiden or married names) which have been used for business purposes in the last 20 years.

Continue in Section 8 if required.

**Country/State of residence**

This is in respect of your usual residential address as stated in Section 4a.

**Month and year of birth**

Please provide month and year only. Provide full date of birth in section 3a.

**Business occupation**

If you have a business occupation, please enter here. If you do not, please leave blank.

### 4 New director's service address

Please complete your service address below. You must also complete your usual residential address in Section 4a.

Building name/number

Street

Post town

County/Region

Postcode

Country

**Service address**

This is the address that will appear on the public record. This does not have to be your usual residential address.

If you provide your residential address here it will appear on the public record.

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### 5 Director's authority

Please enter the extent of your authority as director. Please tick one box.

Extent of authority	<input checked="" type="checkbox"/> Limited ❶
	<input type="checkbox"/> Unlimited
Description of limited authority, if applicable	Limited by articles of association (see attached)
	Are you authorised to act alone or jointly? Please tick one box.
	<input type="checkbox"/> Alone
	<input checked="" type="checkbox"/> Jointly ❷
If applicable, name(s) of person(s) with whom you are acting jointly	Maija-Lisa Xiong Han
	Andrew Joseph Roberts

❶ If you have indicated that the extent of your authority is limited, please provide a brief description of the limited authority in the box below.


❷ If you have indicated that you are not authorised to act alone but only jointly, please enter the name(s) of the person(s) with whom you are authorised to act below.

### 6 UK establishments

A return must be delivered in respect of any alteration to the company particulars by each UK establishment. If, however, a company has more than one UK establishment, it may deliver only one form in respect of all those UK establishments, provided it completes the table below.

UK establishment name	Registration number							
Venus Logistics Propco 1 Ltd	B	R	0	2	4	3	9	3

### 7 Signature

Signature	Signature
	
	This form may be signed and authorised by: Director, Secretary, Permanent representative.

### 8 Additional former name(s) (continued from Section 3)

Former name(s) ❸	

❸ Additional former names  
Use this space to enter any additional names.

### **2.3 Directors may delegate**

- (a) Subject to the articles, the directors may delegate any of the powers which are conferred on them under the articles:
  - (i) to any person or committee;
  - (ii) by any means (including by power of attorney);
  - (iii) to any extent;
  - (iv) in relation to any matters or territories; and
  - (v) on any terms and conditions,as they think fit.
- (b) Unless the directors specify otherwise, any delegation under paragraph (a) will be taken to authorise further delegation of the directors' powers by any person to whom they are delegated.
- (c) The directors may revoke any delegation in whole or part, or alter its terms and conditions.

### **2.4 Committees**

- (a) Committees may be composed of any persons the directors decide.
- (b) Committees to which the directors delegate any of their powers must follow procedures which are based as far as possible on the provisions of the articles which govern the taking of decisions by directors (whether at a directors' meeting or by way of a directors' written resolution).
- (c) The directors may make rules of procedure for any committee that prevail over rules derived from the articles if they are not consistent with them.

## **3. DECISION-MAKING BY DIRECTORS**

### **3.1 Sole director**

If the company only has one director, the director may take decisions without regard to any of the provisions of the articles relating to directors' decision making.

### **3.2 Directors to take decisions collectively**

Any decision of the directors must be a majority decision taken:

- (a) at a directors' meeting; or
- (b) in the form of a directors' written resolution.

### **3.3 Calling a directors' meeting**

- (a) Any director may call a directors' meeting by giving notice of the meeting to the directors or by authorising the secretary to give that notice.
- (b) At least 24 hours' notice of each directors' meeting must be given to each director, or any lesser notice as all the directors may agree either generally or in respect of any specific meeting.

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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 **Lorna Campbell**

Company name **Mourant Governance Services (UK)**

**Limited**

Address **4th Floor**

**52-54 Gracechurch Street**

Post town **London**

County/Region

Postcode 

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Country **United Kingdom**

DX

Telephone **+44 207 796 7646**

### 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 completed the date of appointment.
- You have included all former names used for business purposes over the last 20 years.
- You have completed the nationality box in Section 3.
- You have provided a correct date of birth.
- You have provided a business occupation if there is one.
- You have provided both the service address and the usual residential address.
- Addresses must be a physical location. They cannot be a PO Box number (unless part of a full service address), DX or LP (Legal Post in Scotland) number.
- You have enclosed a relevant higher protection application if applying for this at the same time as completing this form.
- You have entered the extent of the director's authority in Section 6.
- You have completed Section 6, if applicable.
- You have signed the form.

### Important information

**Please note that all information on this form will appear on the public record, apart from information relating to usual residential addresses and day of birth.**

### 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.

#### **Higher protection**

If you are applying for, or have been granted, higher protection, please post this whole form to the different postal address below:

The Registrar of Companies, PO Box 4082, Cardiff, CF14 3WE.

### Further information

For further information, please see the guidance notes on the website at [www.gov.uk/companieshouse](http://www.gov.uk/companieshouse) or email [enquiries@companieshouse.gov.uk](mailto:enquiries@companieshouse.gov.uk)

**This form is available in an alternative format. Please visit the forms page on the website at [www.gov.uk/companieshouse](http://www.gov.uk/companieshouse)**