

RP04

Second filing of a document previously delivered



Companies House

✓ What this form is for
You can only use this form to file a second filing of a document delivered under the Companies Act 2006 on or after 1 October 2009 that held inaccuracies

A second filing of a document must only be filed where it is providing corrected information that has been properly delivered but inaccuracies still appear on the register

✗ What this form is NOT for
You cannot use this form to file a second filing of a document under the Companies Act 2006 or the Companies (Northern Ireland) Order 1986 regardless of whether it held inaccuracies

A second filing of a document cannot be filed where it is correcting information that was originally not properly delivered. Form RP01 must be used in these circumstances



A23 03/12/2016 #198
COMPANIES HOUSE

SATURDAY

1 Company details

Company number 0 4 4 2 0 5 5 5

Company name in full CHOICE INSURANCE AGENCY LIMITED

→ Filling in this form
Please complete in typescript or in bold black capitals
All fields are mandatory unless specified or indicated by *

2 Applicable documents

This form **only** applies to the following forms

- AP01 Appointment of director
- AP02 Appointment of corporate director
- AP03 Appointment of secretary
- AP04 Appointment of corporate secretary
- CH01 Change of director's details
- CH02 Change of corporate director's details
- CH03 Change of secretary's details
- CH04 Change of corporate secretary's details
- TM01 Termination of appointment of director
- TM02 Termination of appointment of secretary
- SH01 Return of allotment of shares
- AR01 Annual Return
- CS01 Confirmation statement (Parts 1-5 only)
- PSC01 Notice of individual person with significant control (PSC)
- PSC02 Notice of relevant legal entity (RLE) with significant control
- PSC03 Notice of other registrable person (ORP) with significant control
- PSC04 Change of details of individual person with significant control (PSC)
- PSC05 Change of details of relevant legal entity (RLE) with significant control
- PSC06 Change of details of other registrable person (ORP) with significant control
- PSC07 Notice of ceasing to be a person with significant control (PSC), relevant legal entity (RLE), or other registrable person (ORP)
- PSC08 Notification of PSC statements
- PSC09 Update to PSC statements

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3 Description of the original document

Document type ①

CS01 CONFIRMATION STATEMENT

① Description of the original document

Please enter the document type (e.g. a Return of allotment of shares—SH01) and any distinguishing information if more than one document of that type was filed on the same day

Date of registration of the original document

^d0^d7^m1^m1^y2^y0^y1^y6

4 Section 243 or 790ZF Exemption ②

If you are applying for, or have been granted, exemption under section 243 or 790ZF of the Companies Act 2006 and the document(s) you are updating contain(s) your usual residential address, please post this form along with the updated document(s) to the address below

The Registrar of Companies, PO BOX 4082, Cardiff, CF14 3WE

② If you are currently in the process of applying for or have been granted a Section 243 or 790ZF exemption, you may wish to check that you have not entered your usual residential address as the service address in the accompanying form (e.g. AP01 or CH01)

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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 match the information held on the public Register
- ☐ You can only use this form to file a second filing of a document delivered to the Registrar of Companies under the Companies Act 2006 on or after 1 October 2009 that held inaccuracies
- ☐ If you are updating a document where you have previously paid a fee, do not send a fee along with this form
- ☐ You have enclosed the second filed document(s)
- ☐ If the company to which this document relates has signed up to the PROOF (PROtected Online Filing) scheme, you must also deliver with this form, and the second filed document(s), a PR03 form 'Consent for paper filing'



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 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)

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

Section 243 or 790ZF exemption

If you are applying for or have been granted a section 243 or 790ZF exemption, 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 or email 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

CS01- additional information page

Confirmation statement

Part 4

Shareholder information change

Only use this Part to tell us of a change to shareholder information since the company last delivered this information.

☒ If completed this Part must be sent at the same time as your confirmation statement

☒ Not required for companies without share capital

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

D1

Shareholder information for a non-traded company ¹

How is the list of shareholders enclosed Please tick the appropriate box below

☒ The list of shareholders is enclosed on paper

☐ The list of shareholders is enclosed in another format

¹ Further shareholders

Please use a Shareholder information (for a non-traded company) continuation page if necessary

Show any information that has changed for each person

Please list the company shareholders in alphabetical order Joint shareholders should be listed consecutively

Shareholder's Name (Address not required)	Class of share	Shares held at confirmation date	Shares transferred (if appropriate)	
		Number of shares	Number of shares	Date of registration of transfer
MARK WILLIAMS	ORDINARY	8000		/ /
NATALIE WILLIAMS	ORDINARY	1975		/ /
				/ /
				/ /
				/ /
				/ /
				/ /
				/ /
				/ /

CS01- additional information page

Confirmation statement

D2**Shareholder information for certain traded companies (not DTR5)**

Give details of any change to the information (since you last gave it) about people who held at least 5% of the issued shares of any class at the end of the confirmation period

Please list the shareholders in alphabetical order. Joint shareholders should be listed consecutively.

Further shareholders

Please use a 'Shareholder information – certain traded companies (not a DTR5 company)' continuation page if necessary

		Shares held at confirmation date	
Shareholder's name	Shareholder's address	Class of share	Number of shares

CS01- additional information page

Confirmation statement

Part 1

Standard industrial classification (SIC) code change

Only use this part to tell us of any changes to your standard industrial classification codes during this confirmation period.

✓ This part must be sent
at the same time as your
confirmation statement

✗ Do not send this part if none of
your SIC codes have changed

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

Standard industrial classification (SIC)
To check your current SIC code(s)
www.beta.companieshouse.gov.uk

A1

New standard industrial classification code ¹

Please show any new SIC codes

Classification code 1					
Classification code 2					
Classification code 3					
Classification code 4					

If you cannot determine a code, please give a brief description of the
company's business activity below

Principal activity
description

¹ Standard industrial classification
Provide a trade classification code
(SIC code 2007) or a description of
your company's main business in
this section

A full list of the trade classification
codes are available on our website
www.gov.uk/companieshouse

A2

Removal of standard industrial classification

Please show any SIC codes which no longer apply

Classification code 1					
Classification code 2					
Classification code 3					
Classification code 4					

CS01- additional information page

Confirmation statement

Part 2 Statement of capital change

Complete this part in full if there has been any change to your share capital or prescribed particulars since the last statement of capital was delivered.

✓ This part must be sent at the same time as your confirmation statement

✗ Not required for companies without share capital

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

You must complete both sections B1 and B2

B1 Share capital

Complete the table(s) below to show the issued share capital

Complete a separate table for each currency (if appropriate) For example, add pound sterling in 'Currency table A' and Euros in 'Currency table B'

Continuation pages
Use a statement of capital continuation page if necessary

Currency	Class of shares	Number of shares	Aggregate nominal value (£, €, \$, etc)	Total aggregate amount unpaid, if any (£, €, \$, etc)
Complete a separate table for each currency	E.g. Ordinary/Preference etc		Number of shares issued multiplied by nominal value	Including both the nominal value and any share premium

Currency table A

Totals				

Currency table B

Totals				

Currency table C

Totals				

Totals (including continuation pages)

Total number of shares	Total aggregate nominal value ❶	Total aggregate amount unpaid ❶

❶ Please list total aggregate values in different currencies separately
For example £100 + €100 + \$10 etc

CS01- additional information page
Confirmation statement

B2

Prescribed particulars

Please give the prescribed particulars of rights attached to each class of share shown in the 'share capital' tables in **Section B1**

Class of share

Prescribed particulars

Prescribed particulars of rights attached to shares

The particulars are

- a particulars of any voting rights, including rights that arise only in certain circumstances,
- b particulars of any rights, as respects dividends, to participate in a distribution,
- c particulars of any rights, as respects capital, to participate in a distribution (including on winding up), and
- d whether the shares are to be redeemed or are liable to be redeemed at the option of the company or the shareholder

A separate table must be used for each class of share

Please use a prescribed particulars continuation page if necessary

Class of share

Prescribed particulars

Class of share

Prescribed particulars

CS01- additional information page

Confirmation statement

Part 3

Trading status of shares and exemption from keeping a register of people with significant control (PSC)

Use this Part to tell us of the trading status of shares and information about exemption from keeping a PSC register (if this is the first time you're giving this information or if any of this information has changed since you last gave it)

✓ This part must be sent
at the same time as your
confirmation statement.

✗ Do not send if none of this
information has changed

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

C1

Company's shares admitted to trading on a market ^①

Were any shares admitted to trading on a market during the confirmation period? Please tick the appropriate box below

- ☐ No go to Part 4 section D1 'Non traded shareholders'
- ☐ Yes go to Section C2 'DTR5'

^① A market is one established under the rules of a UK recognised investment exchange or any other regulated markets in or outside of the UK, or any other market outside of the UK. The current UK recognised investment exchanges and regulated markets can be found at www.fsa.gov.uk/register/exchanges.

C2

Exemption from providing shareholder information (DTR5) ^②

Throughout the confirmation period, was the company a traded company and an issuer to which DTR5 applies? Please tick the appropriate box below

- ☐ No go to Section C3 'Exemption from keeping a PSC register'
- ☐ Yes You have now finished this Part and do not need to complete Parts 4 or 5

^② Please review and complete (if necessary) this section if you have answered 'Yes' to section C1 'Company's shares admitted to trading on a market'

DTR5

DTR5 refers to the Vote Holder and Issuer Notification Rules contained in Chapter 5 of the Disclosure and Transparency Rules source book issued by the Financial Services Authority. Notification is required when the percentage acquisition of a shareholder in the company has reached a certain threshold (starting at 3%).

C3

Exemption from keeping a people with significant control (PSC) register ^③

Is the company exempt or has it ever been exempt from keeping a PSC register

- Yes continue (Tick only one box)
- No go to Part 4 section D2 'Shareholder information for certain traded companies'

Please tick the appropriate statement

- ☐ The company is exempt from the requirement to obtain information and keep a register of its PSC because the company has voting shares admitted to trading on a regulated market in an EEA State other than the United Kingdom
- ☐ The company is exempt from the requirement to obtain information and keep a register of its PSC because the company has voting shares admitted to trading on a market listed in Schedule 1 of the Register of People with Significant Control Regulations 2016
- ☐ The exemption from keeping a PSC register (Part 21A) no longer applies ^④

Please review and complete (if necessary) this section if you have answered 'No' to section C2 'DTR5'

③ Exemption from keeping a PSC register

In accordance with Part 21A of the Companies Act 2006

④ Exemption from keeping a PSC register no longer applies

If you need to provide PSC information complete and return any relevant sections of Part 5

CS01- additional information page

Confirmation statement

Part 5

Information about people with significant control (PSC)

✓ This part must be sent at the same time as your confirmation statement.

✗ Don't complete this part if you've elected to keep information about people with significant control on the public register instead of in your own register

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

Only use this Part to tell us about the people with significant control (PSC) of the company. This includes individuals, relevant legal entities (RLE) and other registrable persons (ORP)

Only complete this Part if this is the first time you have given this information or if there has been a change to any of the information since you last gave it

If you've previously given this information and there has been no change to any of it, you don't need to complete or return this Part.

- Use section E1 to tell us about statements in your PSC register relating to the company
- Use F1-F5 for an individual who is a person with significant control
- Use G1-G4 for a relevant legal entity (RLE)
- Use H1-H4 for an 'other registrable person' (ORP)
- Use I1-I3 for any additional statements relating to a PSC or RLE that are in your PSC register at the confirmation date
- You can find more guidance on how to complete this part on our website www.gov.uk/companieshouse
- If you need to tell us about more PSCs, RLEs or ORPs, use a continuation page

E1

If the company's PSC register contains one of the following statements during the confirmation period, please tick

If either of the statements below still apply at the confirmation statement date, don't complete the rest of Part 5

If a statement is no longer true, give the date of the change and complete the relevant sections in Part 5

If the statements appear more than once in the company's PSC register, use a continuation page

Statement

Date (if applicable)
that this ceased to be true during the period

☐ The company knows or has reasonable cause to believe that there is no registrable person or registrable relevant legal entity in relation to the company

d d m m y y y y

☐ The company has not yet completed taking reasonable steps to find out if there is anyone who is a registrable person or registrable relevant legal entity in relation to the company

d d m m y y y y

If the statements appear more than once in the company's PSC register, use a continuation page

CS01- additional information page

Confirmation statement

F1

Individual PSC particulars

How to fill in this table

- Enter the particulars relating to this individual currently entered in the PSC register in column 1
- Use column 2 to indicate any information that was previously entered in the register (if applicable)
- Give the date of the change from previous to current information (if applicable)
- If you need to show more than one change to any of the particulars use a continuation page
- If you need to enter more than 1 date on which a person became (or ceased to be) a registrable person, use a continuation page

Individual's details

	1) Current	2) Previous	Date of change
Title*	MR		/ /
Full forename(s)	MARK		/ /
Surname	WILLIAMS		/ /
Country/State of residence	ENGLAND		/ /
Nationality	BRITISH		/ /
Month/year of birth	X X m0 m2 y1 y9 y7 y1	X X m m y y y y	/ /

Individual's service address

Please complete the individual's service address below. You must also complete the individual's usual residential address in Section F2

	1) Current	2) Previous	Date of change
Building name/number	4th FLOOR GATEWAY BUILDING 10		/ /
Street	ELMER APPROACH		
Post town	SOUTHEND ON SEA		
County/Region	ESSEX		
Postcode	S S 1 1 L W		
Country	ENGLAND		

Date that this person became registrable (this cannot be before 06/04/2016)	Date (if applicable) that this person ceased to be registrable
d0 d6 m0 m4 y2 y0 y1 y6	d d m m y y y y

CS01- additional information page

Confirmation statement

F3

Individual PSC nature of control

How to fill in this table

- Put a tick against the current nature of control relating to this individual entered in the PSC register in column 1
- Use column 2 to indicate any nature of control that was previously entered in the register
- Show any changes in chronological order (starting with the most recent) and give the date of change from previous to current information
- If you need to show more than 1 change, please use a continuation page

1) Current (as at the confirmation statement date)	2) Previous	Date of change
Nature of control Ownership of shares 1 The individual holds, directly or indirectly, the following percentage of shares in the company (tick only one) ☐ 1a) more than 25% but not more than 50% ☐ 1b) more than 50% but less than 75% ☒ 1c) 75% or more	Nature of control Ownership of shares ☐ 1a ☐ 1b ☐ 1c	/ /
Ownership of voting rights 2 The individual holds, directly or indirectly, the following percentage of voting rights in the company (tick only one) ☐ 2a) more than 25% but not more than 50% ☐ 2b) more than 50% but less than 75% ☒ 2c) 75% or more	Ownership of voting rights ☐ 2a ☐ 2b ☐ 2c	/ /
Ownership of right to appoint/ remove directors ☒ 3 The individual holds, directly or indirectly, the right to appoint or remove a majority of the board of directors of the company	Ownership of right to appoint/ remove directors ☐ 3	/ /

Only complete the section below if none of the above apply

1) Current	2) Previous	Date of change
☐ The individual has the right to exercise, or actually exercises, significant influence or control over the company	☐ The individual has the right to exercise, or actually exercises, significant influence or control over the company	/ /