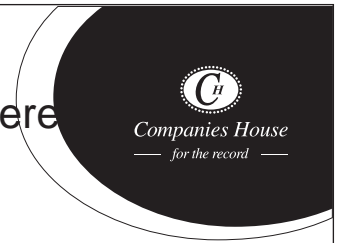


# LLAD04

## Change of location of the records to the registered office of a Limited Liability Partnership (LLP)



- What this form is for  
 You may use this form to tell us which LLP records are returning to the registered office.
- What this form is NOT for  
 You cannot use this form if the LLP records have always been at the registered office.
- For further information, please refer to our guidance at [www.companieshouse.gov.uk](http://www.companieshouse.gov.uk)

<b>1</b>	<b>LLP details</b>	
LLP number	<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 *
LLP name in full	<input type="text"/>	

<b>2</b>	<b>LLP records</b>	
The following records have returned to the registered office of ce. Please tick as appropriate:		<b>Important</b> If form LL AD03 'Change of location of the records to the single alternative inspection location (SAIL) of a Limited Liability Partnership (LLP)' has not been filed previously, please file one with this form to indicate which LLP records are held at the SAIL.  If you have previously filed a form LL AD04, you do not need to include those records on this form.
<input type="checkbox"/> Register of members. <input type="checkbox"/> Register of debenture holders. <input type="checkbox"/> Instruments creating charges and register of charges: England and Wales or Northern Ireland. <input type="checkbox"/> Instruments creating charges and register of charges: Scotland.		

<b>3</b>	<b>Signature</b>	
Signature	I am signing this form on behalf of the LLP	X
	Signature <div style="font-size: 2em; font-weight: bold; text-align: center;">X</div>	
This form may be signed by: Designated member, Member, Administrator, Administrative receiver, Receiver manager, Receiver, Judicial factor.		

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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 LLP name and number match the information held on the public Register.
- You have ticked the relevant boxes in Section 2.
- 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 LLPs registered in England and Wales:  
The Registrar of Companies, Companies House,  
Crown Way, Cardiff, Wales, CF14 3UZ.  
DX 33050 Cardiff.

For LLPs 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 LLPs 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 NR. Belfast 1.

## Further information

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