

Notice regarding election to keep its PSC Register at Companies House

[<<Insert Company Name>> the “Company”]

<< insert date>>¹

[By post/email]

Dear << insert name of PSC/RLE>>

Statutory Notice: Right to make election to keep its PSC Register at Companies House and the Register of People with Significant Control (PSC Register) at Companies House

In accordance with Part 21A of the Companies Act 2006 and the Register of People with Significant Control Regulations 2008, the Company is proposing to make an election to keep its PSC Register at Companies House going forward.

As an eligible person whose particulars are included in the Company’s PSC Register², we are obliged to notify you of our decision to make this election to keep the PSC Register at Companies House. You have the right to object to this election. If you wish to object, please notify us as soon as possible and in any event by << insert date>>.

Yours faithfully,

.....
For and on behalf of:

<<Insert Company Name Limited>>

¹ This must be at least 14 days before the day on which the election is made.

² An eligible person is a registrable person or a registrable person’s PSC who is included in the company’s PSC register.

³ This must be the date at least 14 days after the date on which the election is made.