

<<insert s...ess>>

To: Companies House
Crown Way
Cardiff
CF14 3UZ

<<Date>>

Dear Sir / Madam,

Application by a subscriber to a memorandum of association requiring the registrar to refrain from using or disclosing an individual's information

In accordance with regulation 38 of The Companies (Significant Control) Regulations 2016 (the "Regulations"), [I/we] as [a subscriber to a memorandum of association [am/are] making an application to you to refrain from using or disclosing secured information relating to <<insert name of individual>>].

The memorandum of association of <<insert proposed name of company>> (the "Company") and [I/we] as [a registrable person in relation to the Company] proposes to become a subscriber to the memorandum of association.

In accordance with the Regulations, [I/we] provide the following information:

1. The grounds on which this application is made are <<insert relevant details>>¹.
2. <<insert name of individual>> is the individual to whom the application is made.
3. My full name is <<insert relevant details>>].
4. My usual residential address is <<insert relevant details>>].
5. [My email address is <<insert relevant details>>].
6. The name of the company to which the memorandum relates is <<insert relevant details>>].
7. This application concerns <<insert relevant details>>].
8. <<insert name of individual>> is the individual to whom the application is made.
9. <<insert name of individual>> is the individual to whom the application is made.
10. [<<insert name of individual>> is the individual to whom the application is made].

[I/We] enclose the following evidence in support of my/our application⁴:

¹ The grounds on which the application is based must be that the applicant reasonably believes that if the secured information is disclosed it will put the individual at serious risk of being subjected to violence or intimidation due to either the personal characteristics or personal attributes of the individual to which the memorandum relates.

² Include if the applicant has an email address.

³ Include if the individual has an email address.

⁴ The application **must** be accompanied by evidence in support of the applicant's statement of the grounds on which the

<<insert relevant details>>

[[I/We] should be grateful if you would [insert application.]

Thank you for your attention in this matter.

Yours faithfully,

<<Insert name(s) of subscriber(s)>>

application is being made.

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