

Companies House
Finance Section
Companies House
Crown Way
Cardiff
CF14 3UZ

14th April 2021

To Whom it may Concern,

Application to Register as a Lender for Filing Electronic Charge Documents
RC Administration Ltd
Company Number: 12409200

Please find enclosed a signed and completed application form to register as a lender for filing electronic charge documents.

I trust that you will find the enclosed complete and please do not hesitate to contact me should you require any further information.

I look forward to hearing from you at your earliest convenience.

Yours Faithfully,


David Nicklin
Director

Companies House Electronic Filing Service

Application to Register as a Lender for Filing Electronic Charge Documents

Please complete the form, print it, sign it and return it to: Finance Section, Companies House, Crown Way, Cardiff CF14 3UZ.

If completing by hand, please use BLOCK CAPITALS

1 Presenter's Details

Company, LLP or Person's Name	RC ADMINISTRATION LTD
If the presenter's name is for a company or LLP, please enter the company or LLP's registered number	12409200
If you already have a presenter ID for the presenter's name supplied above, please enter it here	

2 Customer Contact Details

Title	MR	Job Title	DIRECTOR
Forename(s)	DAVID	Department	
Surname	NICKLIN		
Address	1A PARK LANE, POYNTON, CHESHIRE		
Postcode	SK12 1RD	Telephone	0330 311 0839
Email address	info@rcadministration.com		

3 Email address for service updates

Please supply an email address which can be used for service updates and also for receiving electronic messages via Software Filing.
(Maximum of 80 characters)

info@rcadministration.com



Companies House

Companies House is an Executive Agency of the Department for Business, Innovation and Skills (BIS)

4 Payment by credit account

You may pay to file chargeable documents by account, credit/debit card or PayPal. You may apply for an online credit account only if you intend to file at least 10 chargeable documents a year. If you wish to pay by account, please complete this section. If you wish to pay by any other means, please go to section 5.

Credit accounts are opened and operated subject to the terms set out on the back of this form. In applying for credit, you agree to be bound by these terms if your application is accepted.

<input type="checkbox"/> Private limited company	<input type="checkbox"/> Public limited company	<input type="checkbox"/> Partnership
<input type="checkbox"/> Unlimited company	<input type="checkbox"/> LLP	<input type="checkbox"/> Sole trader
<input type="checkbox"/> Public sector	<input type="checkbox"/> Other (please specify):	

Number of years in business _____ Main business activity _____

Annual turnover _____ Number of employees _____

Expected value of monthly business: _____

Are you an existing Companies-House customer? Yes ☐ No ☐

If you have answered "yes" to the question above, please provide details:

Companies House Direct	<input type="checkbox"/>	account number: _____
Postal search	<input type="checkbox"/>	account number: _____
Directory products (customer services)	<input type="checkbox"/>	account number: _____
Other (please specify)	<input type="checkbox"/>	account number: _____

Please supply two trade references.

Note: if you are applying as an individual rather than an organisation, you need not provide trade references.

Contact name _____

Company name _____

Address _____

Postcode _____

Telephone _____

email address _____

Contact name _____

Company name _____

Address _____

Postcode _____

Telephone _____

Email address _____

You will receive an email from us when your latest invoice is available. Please supply an email address to be used for this purpose. If possible, please select an email address which can be accessed by more than one person.

5 Signature

I apply to become a subscriber to the Companies-House electronic-filing service. I accept the terms and conditions supplied with this form.

Signature:

Date 14/04/2021

Please return this form to: Companies House, Finance Section, Companies House, Crown Way, Cardiff CF14 3UZ.

Following receipt of this form, Companies House will create three codes for you: a presenter ID, presenter authentication code and a lender authentication code. These will be sent to you in two separate letters posted to the address you have supplied on this form. You will be required to use these codes when filing charge documents electronically. Further details on the electronic services can be found on our website: www.companieshouse.gov.uk.

for official use only							
Account no							Date Rec'd Fin:
db ud:			admin		FIN		Sign On:
Letter sent:							Proposed CL:
Suspend off:							Sin:
Contract							Password:
Refs:		CCN			Trade Refs		Finance Dept:
Promotional Code:							Authorised by: