

# LQ02

## Notice of ceasing to act as an administrative receiver, receiver or manager



- What this form is for  
 You may use this form to give notice of a cessation to act as an administrative receiver, receiver or manager of a company's property.
- What this form is NOT for  
 You cannot use this form to appoint an administrative receiver, receiver or manager. To do this, please use form LQ01. Also, you cannot use this form for a Scottish company.
- For further information, please refer to our guidance at [www.companieshouse.gov.uk](http://www.companieshouse.gov.uk)

<b>1</b> Company details	
Company number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Company name in full	<input type="text"/>
	<p>→ Filling in this form Please complete in typescript or in bold black capitals.</p> <p>All fields are mandatory unless specified or indicated by *</p>

<b>2</b> Statement of cessation	
Name	I/We <sup>1</sup> of <input type="text"/> <input type="text"/> give notice that I/we ceased to act <sup>2</sup> as <input type="checkbox"/> Receiver <input type="checkbox"/> Administrative receiver <input type="checkbox"/> Manager of the above company on Date of cessation: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	<p><sup>1</sup> Name Please give the name and address of the administrative receiver/receiver/manager.</p> <p><sup>2</sup> Please tick one box.</p>

<b>3</b> Signature <sup>3</sup>	
	Please sign the form here.
Signature	Signature <input checked="" type="text"/> <input checked="" type="text"/>
	<p><sup>3</sup> Signature By the person who is ceasing to act as the administrative receiver, receiver or manager.</p>

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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 have given the correct name(s) of the person(s) ceasing to act as administrative receiver, receiver or manager in Section 2.
- You have completed the date that the administrative receiver, receiver or manager ceased to act.
- 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 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 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.



### 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)