

Company Secretarial Services

The last thing you need as a busy business owner is to use up valuable time and resources making sure you are complying with the Companies Act.

Moreover, with company legislation changing at the rate it does, you need to be sure you are fully aware of how the changes affect you and your fellow directors. Failure to follow Companies House rules can cause Tax problems with HM Revenue & Customs.

We can give you complete peace of mind in this area by taking care of all the legal aspects by carrying out your company secretarial duties for you.

Our services include:

- Companies House registration and formations
- Incorporation certificate within 48 hours
- Registered office Memorandum and Articles of Association emailed within 48 hours
- Changes to Directors and Company Secretaries
- Support documentation including resignation of Directors as well as increases in share capital
- Preparation and filing of statutory returns
- Preparation of all documentation related to minutes and resolutions
- Maintenance of statutory books
- Advice and support
- Company searches

If you would like to discuss our Company Secretarial Services please call us today on 020 8868 2022 or email U2us@tad-as.com for a call back.

