

*[Print on Letterhead or insert details of Company Name, Number, Place of Registration and*

Companies House  
Crown Way  
Cardiff  
CF14 3UZ

<<Date>>

Dear Sir / Madam,

**Notice to withdraw election to keep Register of Members at Companies House**

In accordance with section 128B of the Companies Act 2006, the Company elected to keep its Register of Members on the central register at Companies House as of <<Insert Date>>.

We now wish to withdraw this election. From the date on which this notice is registered with Companies House, we will hold our own Register of Members.

We understand our obligations in relation to the Register of Members going forward, including maintaining and updating the Register, as set out in the Companies Act 2006.

Thank you for your attention in this matter.

Yours faithfully,

<< Company Secretary Name >>  
For and on behalf of <<Company Name>>

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