

Companies House changes announced

Changes are being brought in over the next few years to combat fraud, money laundering, identify theft and other economic crime. The general impact is for Companies House to become a “more active gatekeeper”, rather than the “passive recipient of information”.

From 4th March 2024

- The Registered office will need to be “Appropriate” and meet new criteria,
- A registered email address will be required, and
- Companies House will have enhanced powers to check details and request evidence.

From 1st May 2024

- Companies House will be revising its fees, as well as introducing new charges.
- The full list of new fees for services from 1st May 2024 can be [found here](#).

Longer term changes

- Compulsory id checks for directors, shareholders, and LLP members,
- Moving towards software only account submission,
- Changes to small company filing options,
- Individuals will be able to request personal details not made public,
- Changes to limited liability partnership filing requirements,
- New requirements to provide additional shareholder information,
- New restrictions for company directors,
- Companies house will
 - have greater powers to query information and request evidence
 - have the ability to scrutinise company names more vigorously
 - annotate the register to avoid confusion or misleading details

Companies House changes announced

Registered office changes

From 4th March 2024 the registered office needs to be an “appropriate address”.

This is where any documents sent to the registered office

- should be expected to come to the attention of a person acting on behalf of the company
- can be recorded by an acknowledgement of delivery.

Companies House has said PO Box addresses will not be accepted, but a third-party agent’s address, such as your accountant, is allowed if it meets the conditions above.

Companies which do not have an appropriate address for their registered office could be struck off the register

The [Register office can be changed online](#) using the company’s authentication code.

Registered email address

From 4th March 2024 a registered email address needs to be provided to Companies House. The email address will not appear on the public register.

Existing companies will provide the email address on completion of their next ‘confirmation statement’ and will be prompted to do so. New companies will provide the email address as part of the information required to set up the new company.

Companies House will use the registered email address to communicate with the company, and so it is a legal requirement to keep this up to date. The same email address can be used for more than one company.

Purpose requirement

From 4th March 2024 the shareholders of all new companies will have to confirm they are forming the company for a lawful purpose. For all existing companies a similar confirmation that future activities are lawful will be included in the ‘confirmation statement’ and will be prompted to do so.

If you wish to discuss the Companies House changes or other issues please do contact us.