XYZ Limited[Company address]

 6 April 2016

[Third party name]

[Third party address]

Dear [Third party name]

**Register of People with Significant Control – Notice under section 790D of the Companies Act 2006 (the Act)**

**Interests in XYZ Limited**

We know or have reasonable cause to believe that you may have knowledge of someone who is a registrable person, as defined in section 790C of the Act in respect of XYZ Limited.

We therefore require you, pursuant to section 790D of the Act, to provide us, in writing (including by email to the address shown above), within one calendar month of the date of this notice, the following information concerning your knowledge of interests (within the meaning of Part 21A of the Act), if any, in XYZ Limited:

1. whether you know the identity of anyone who is such a registrable person or a legal entity, whether registrable or otherwise, within the meaning of section 790D(6) of the Act, or anyone likely to have that knowledge and, in either case, to provide any of the particulars below that are within your knowledge, stating whether or not these particulars are being supplied with the knowledge of each of the persons or legal entities concerned.
* Name
* Usual residential address
* Country, state or part of the United Kingdom in which they are normally resident
* Service address if applicable
* Nationality
* Date of Birth
* Any other means of contacting this person or entity
1. And if you believe they fall within the meaning of 790D(6) of the Act:
* Date on which they became a registrable person in relation to XYZ Limited
* The nature of their control over XYZ Limited as defined in Schedule 1A to the Act

You should be aware that failure to provide the information required by this notice, or to disclose false information, is an offence under paragraph 13 of Schedule 1B to the Act subject to a penalty of up to two years imprisonment, or a fine (or both).

Full details of your obligations under this Part of the Act can be found on the www.gov.uk website.

Yours sincerely/faithfully

[Signature]

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[Name]

Director / Company Secretary