Disclaimer

This document has been provided for illustrative purposes only. The provision of this document by Ashfords LLP does not constitute legal advice and we would recommend that appropriate advice is obtained before entering into any legal documentation. Legal regulations change frequently and we cannot guarantee that this document is fully up to date with all laws and regulations at the time of access. This document may be filled in and/or used as a template, but Ashfords LLP will not accept any liability resulting from use of this document in any manner. All implied warranties or conditions are expressly excluded to the fullest extent possible.

To: The Directors

**[COMPANY NAME] ([COMPANY NUMBER])** (the "**Company**")

[ADDRESS]

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20[XX]

**CONSENT TO ACT AS A DIRECTOR**

I hereby consent to act as a director of the Companywith effect from the date of this letter.

I am not, nor have I been, disqualified from acting as a director of a company, nor have I performed any acts, nor are there any circumstances, pursuant to which I could be so disqualified.

I am not prohibited by law from acting as a director of a company and I have not been convicted of an offence, criminal or civil, that is not spent under the Rehabilitation of Offenders Act 1974.

I am not an undischarged bankrupt and I have not made a composition or arrangement with my creditors from which I have not been discharged.

I am otherwise eligible, and a fit and proper person, to be a director of the Company.

I will notify the Company promptly of any changes in the information provided in this declaration.

To assist the Company in advising all competent authorities, including Companies House, of my appointment I also provide the following mandatory details[[1]](#footnote-1):

Full Name:

Residential address:

Service address[[2]](#footnote-2):

Country of Residence:

Date of Birth:

Nationality:

Yours faithfully,

…………………………………
**[NAME OF DIRECTOR TO BE APPOINTED]**

1. The Company will require these details for the purposes of registering the appointment with Companies House and updating the statutory registers. [↑](#footnote-ref-1)
2. Note this would usually be the company’s address – but can be something else if the director in question prefers. [↑](#footnote-ref-2)