

[Print on Letterhead or insert Company Name, Address, Telephone Number, Place of Registration and

<<insert name of requestor>>

<<insert address of requestor>>

<<Date>>

Dear Sir / Madam,

**Request to inspect Register of Directors and Significant Controllers (PSC Register) held at**

We refer to your letter dated <<insert date>> and ask whether our PSC Register held on the central register at Companies House.

We can confirm that all the information delivered to the registrar has been delivered and that our PSC Register information is missing.

Yours faithfully,

<< Company Secretary Name >>

For and on behalf of <<Company Name>>