

Economic Crime and Corporate Transparency Act Changes

Companies House has now confirmed that they are aiming to introduce the first set of changes relating to the ECCT Act after the **4th March 2024**.

These changes will include:

- New rules for registered office addresses
- Requirement for all companies and LLPs to provide a registered email address
- New Lawful purpose statements

For more details on these changes please follow the link below:

https://companieshouse.blog.gov.uk/2024/01/22/get-ready-for-changes-to-uk-company-law/?utm_content=&utm_medium=email&utm_name=&utm_source=govdelivery&utm_term=

Updates to your Cossec System

There will be a number of updates to your cossec system in order to comply with the above changes:

Registered Office Address - PO Box No Longer Appropriate: Make sure each company has an “appropriate address” (see link above for guidance) as their registered office at all times. This means companies will **not** be able to use a PO Box as a registered office address after 4th March 2024. To update the registered office of a company, select the company and go to **Company > Details > Registered Office, Email, SAIL and HMRC** tab, update the registered office, (being sure to add a *Date of change*), click save. The relevant form (AD01) will be in the Filing Centre ready to be filed.

Registered Email Address: After 4th March 2024, existing companies will need to give a registered email address when they file their next confirmation statement, and new companies will need to give a registered email address when they incorporate.

Step 1 (optional): Setting your organisation’s Registered Email Address:

If your organisation is offering to use your own registered email address for some or all of your clients you can enter this email in **My Office > Settings > Details and Options**. The registered email address box is located underneath your contact email address (your contact email and registered email address can be different if you choose).

Step 2: Setting each company's Registered Email Address:

You can enter the registered email address for each company by selecting the Company and then going to Company Details - **Company > Details > Registered Office, Email, SAIL and HMRC** tab, enter the registered email address and then click Save. If you've chosen to include Step 1 - you can use the drop down box to select to have your organisation's Registered Email Address for you client. The email address will then be automatically included in that company's next CS01 after 4th March, any CS01s filed before this date will not include any email address entered on the system. If no email address is entered in the Company Details page you will be asked to enter a registered email address before you submit the CS01.

Statement of Lawful Purpose: Both existing companies and new companies will need to confirm a statement of lawful purpose (see link above for guidance). When you incorporate a company from 4th March 2024, the subscribers (shareholders) will need to confirm they're forming the company for a lawful purpose. They will also need to confirm the company's intended future activities are lawful on the annual confirmation statement. The intention of these new statements is to make it clear that all companies on the register, new and existing, have a duty to operate in a lawful way. Companies House will not accept documents if these statements have not been confirmed. From 4 March 2024, you'll see these new statements when incorporating a company or filing a confirmation statement (on the submit page). For new companies there will be a tick box available when incorporating, and for existing companies, a tick box will be available at the stage of filing a CS01.