AN OIFIG UM CHLÁRÚ CUIDEACHTAÍ
COMPANIES REGISTRATION OFFICE

CRO receipt date stamp

Request for Voluntary Strikeoff
Section 311 Companies Act 1963

Companies Acts 1963 to 2012

H15

Company number

Please complete using black typescript or BOLD CAPITALS, referring to explanatory notes

Company name
in full

Limited

I,
name in block capitals

being a current director (and currently notified to the CRO as such) of the company, hereby request the Registrar to strike the above named company off the register, pursuant to Section 311 of the Companies Act 1963, on the basis that the company is not carrying on business.

I confirm that:

- The company has ceased trading/has never traded (*delete as appropriate*) and that it will not re-commence or commence trading, as applicable, in the period prior to its being struck off the register.
- As at the date of the application -
  - (i) the amount of any assets of the company does not exceed €150 and
  - (ii) the amount of any liabilities of the company (including contingent and prospective liabilities) does not exceed €150
- All outstanding annual returns have been filed with CRO at least 2 weeks before the date of this request, and all relevant fees and penalties, where applicable, have been paid.
- The above information is true and correct, according to the best of my knowledge, information and belief.

Signature

Date

Attachments
see notes overleaf

☐ Attached is a letter of no objection from the Revenue Commissioners.

☐ Attached is the entire page, on which the name of the paper and the date of publication of the advertisement are clearly displayed. The advertisement was published in *(please tick appropriate box)*

☐ Irish Independent ☐ Irish Times ☐ Irish Examiner ☐ Evening Herald
☐ Irish Daily Mail ☐ Irish Daily Mirror ☐ Irish Daily Star ☐ The Sun (Irish edition)

☐ The advertisement has been so published **not more than six weeks** prior to the submission of this application to the CRO.

☐ Business Name ceased *(if appropriate, see note one)*

Date of publication of advertisement: Day Month Year

Presenter details

Person to whom queries can be addressed

Name
Address
DX number — DX exchange
Telephone number — Fax number
Email — Reference number

NOTES ON COMPLETION OF FORM H15

General Every section of the form must be completed. This form must be completed correctly, in full, in accordance with the requirements of the Companies Act 1990 (Form and Content of Documents Delivered to the Registrar) Regulations 2002 and with the following notes.

Section 311 Companies Act 1963 (as amended) gives the Registrar power to strike companies off the register. However, it is a discretionary power which she will use only if a director of a company makes a formal request to her to strike the name of his/her company off the register and the application for strike off complies **in full** with the following requirements of the Registrar.

Step One
All outstanding annual returns have been filed by the company at least two weeks before the request for strike-off is made and relevant fees and any applicable late filing penalties in respect of such filings have been paid.

Step Two
A letter of no objection from the Revenue Commissioners is required to be attached to Form H15.
This should be requested in writing from:
Office of the Revenue Commissioners, Companies Unit, City Centre Revenue District, 9/15 Upper O'Connell Street, Dublin 1. Telephone: 01 865 5000 ext 32989/32991/32993/32994/32997.
Once issued, the letter of no objection is valid for six months.

Step Three
An advertisement, along the lines of the sample text below, is placed in one daily newspaper published and circulated nationwide in the Republic of Ireland, and attached to Form H15. This advertisement should appear in a newspaper published not more than six weeks prior to the delivery to the CRO of the application for voluntary strike off. The entire newspaper page (original) on which the advertisement appears should be submitted to the CRO with Form H15, as it is essential that both the name of the newspaper and the date of publication are displayed with the advertisement. (Photocopies will not be accepted). Please note that a single advertisement may be used to advertise the intention to apply for voluntary strike off of up to a maximum of six companies. In such cases, a separate Form H15 is required for each company.
NOTE: As it can take some time to complete steps 1 and 2 above, the advertisement should not be placed until the company is certain that it will have filed all its outstanding annual returns with the CRO not later than 2 weeks from the date of publication of the advertisement, and that it has the Revenue letter of no objection and will be in a position to deliver Form H15 to CRO within 6 weeks of the date of publication of the ad.

Sample text of advertisement: (Other sample advertisement texts that ought to be used where multiple companies are included in the advertisement are available on www.cro.ie).

XY Limited [formerly EFG Limited*], trading as Z, [and formerly having traded as W**], having ceased to trade/never having traded (delete as applicable) having its registered office at [ ] {and formerly having its registered office at [ ]***} and having its principal place of business at [ ], and having no assets exceeding €150 and/or having no liabilities exceeding €150, has resolved to notify the Registrar of Companies that the company is not carrying on business and to request the Registrar on that basis to exercise her powers pursuant to section 311 of the Companies Act 1963 to strike the name of the company off the register.

By Order of the Board

{Name} Director/Secretary (as applicable)

* Where the company has changed its name within the period of 12 months prior to the date of publication of the advertisement, the former name as well as the current name must appear in the advertisement.

** Any business name being used by the company or which was used by it during the 12 month period prior to the date of publication of the advertisement, is required to be included in the advertisement.

*** Where the advertisement is published within one year after the company has changed its registered office, the former registered office address as well as the current registered office address must appear in the advertisement.

Step Four
A director of the company, currently recorded as such with CRO, submits a request for strike-off of the company using Form H15 overleaf.

Note one If the company is the owner of a business name, the business name should be ceased also. Form RBN3 can be completed. The form RBN3 has no filing fee. It can also be completed online at www.core.ie.

Resolution It is good practice for a company to have a Members' Resolution in place sanctioning the application for VSO before a company proceeds to file Form H15.

Address When you have completed and signed the form, please send it with the necessary attachments to the Registrar of Companies at:

The Companies Registration Office, O'Brien Road, Carlow.