



Authorisation of Registration Office Agent
Section 50(3) Companies Act 2014

Company number

--	--	--	--	--	--

CRO receipt date stamp and CRO barcode

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

Name of Company

hereby applies to act as a Registered Office Agent (ROA) under section 50 Part 2 of the Companies Act 2014.

As a Registered Office Agent, we will maintain an office in the State at all times and this office will also act as the registered office for companies, that under section 50(4) of the Companies Act 2014, have submitted the necessary form B2 or form A1 or equivalent

Our registered office address, stated below, to be used for the associated companies, can only be updated by the registration of a B2 form following the requirement of Section 50 to submit the document in a timely manner within 14 days.

Registered
Office Address

Certification

note one

I hereby certify that the particulars contained in this form are correct.

Signature

--

Name *in block letters or typescript*

--

☐

Director

☐

Secretary

Date

--

Presenter details

note two

Name

Address

Telephone number

Email

DX number/Exchange

	Fax number
	Contact Person
	Reference number

NOTES ON COMPLETION OF FORM B81

These notes should be read in conjunction with the relevant legislation.

General

This form is an application under Section 50(4) Companies Act 2014, to become a Registered Office Agent (ROA) and must be completed correctly, in full and in accordance with the following notes. Every section of the form must be completed.

Under section 50(4), a company's registered office may be placed in the care of an agent who has an office in the State and is approved for this purpose by the Registrar of Companies. To become an approved ROA, the agent must file this form B81 with the CRO. The agent must be an Irish registered company and their company number will then become their ROA identification number.

Companies who wish to use the agent's address as their registered office will be required to consent to the agent's appointment as their ROA by including the registered agent's name, number and address on the Form B2 (change of registered office) or form A1 (incorporation document) or equivalent to form A1 (SE forms or Q form). **The appointment form must be signed by an officer of the company and filed with the CRO.**

After the appointment of the ROA, submission by the ROA of Form B2 to update their own address will also update the registered office address of the associated companies without the need for individual forms B2 to be submitted. Only companies which have supplied a specific consent to the appointment will be updated. Companies which are in the care of the ROA but have not filed a specific consent to the appointment of the ROA will not be updated.

Note: Each company can cease the appointment of a Registered Office Agent by the submission of a form B2 to update their address signed by an officer of the company. A Registered Office Agent cannot resign from the position, as every company must have a registered office at all times. Only through the submission of a new address can the register be updated.

note one

This form **must** be certified by a current officer of the company.

note two

This section must be completed by the person who is presenting Form B81 to the CRO. This may be either the applicant or a person on his/her behalf.

Further information

CRO address

When completed and signed, please file with the CRO. The Public Office is at Bloom House, Gloucester Place Lower, Dublin 1.

If submitting by post, send to the Registrar of Companies at:

**Companies Registration Office, O'Brien Road,
Carlow, R93 E920**

DX Address: 271004. DX Exchange: Carlow 2