



Companies Act 2006

2006 CHAPTER 46

PART 12

COMPANY SECRETARIES

Private companies

270 Private company not required to have secretary

- (1) A private company is not required to have a secretary.
- (2) References in the Companies Acts to a private company “without a secretary” are to a private company that for the time being is taking advantage of the exemption in subsection (1); and references to a private company “with a secretary” shall be construed accordingly.
- (3) In the case of a private company without a secretary—
 - (a) anything authorised or required to be given or sent to, or served on, the company by being sent to its secretary—
 - (i) may be given or sent to, or served on, the company itself, and
 - (ii) if addressed to the secretary shall be treated as addressed to the company; and
 - (b) anything else required or authorised to be done by or to the secretary of the company may be done by or to—
 - (i) a director, or
 - (ii) a person authorised generally or specifically in that behalf by the directors.

*Changes to legislation: There are currently no known outstanding effects
for the Companies Act 2006, Section 270. (See end of Document for details)*

Commencement Information

- II** S. 270 wholly in force at 6.4.2008; s. 270 not in force at Royal Assent see s. 1300; s. 270 in force at 6.4.2008 by [S.I. 2007/3495](#), [art. 3\(1\)\(c\)](#) (with savings in [arts. 7, 12](#) and subject to transitional adaptations in [Sch. 1 paras. 3-5](#) and with transitional provisions and savings in [Sch. 4 paras. 4, 5](#))

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There are currently no known outstanding effects for the Companies Act 2006, Section 270.