



Laserform Information Services (LIS)

Sales and Account Management - Tel: 0844 815 5560 [laserform@oneadvanced.com](mailto:laserform@oneadvanced.com)  
 Technical Support - Tel: 03300 602102 [legal.helpdesk@oneadvanced.com](mailto:legal.helpdesk@oneadvanced.com)

## LASERFORM UPDATE – LIS No 782 – 14 FEBRUARY 2018

This bulletin contains information about Company, Immigration, Insolvency and Legal Aid forms.

This bulletin also contains information about Limited Partnerships, customer webinars and pending updates to Conveyancing, Court and Trademark forms.

### COMPANY – FOR IMMEDIATE USE

Companies House has amended CH01 to remind customers not to staple the pages together. The previous version remains acceptable however customers are always advised to install the latest version.

In addition, The Office of the Regulator of Community Interest Companies has updated the following forms which are now available in Laserform for immediate use. A number of CIC forms are now obsolete and are therefore withdrawn to avoid accidental use.

		Version	Date
<input type="checkbox"/>	CH01	Change of director's details	700007 2/18
<input type="checkbox"/>	CIC34A	Community Interest Company Report (simplified)	700006 2/18
<input type="checkbox"/>	CIC34B	Community Interest Company Report (detailed)	700007 2/18
<input type="checkbox"/>	CIC36	Declarations on Formation of a Community Interest Company	700007 2/18
<input type="checkbox"/>	CIC37	Declarations on Conversion to a Community Interest Company	700007 2/18
<input type="checkbox"/>	CIC61	Memorandum of association for a community interest company limited by guarantee	<b>WITHDRAWN</b>
<input type="checkbox"/>	CIC62	Memorandum of association for a community interest company limited by shares	<b>WITHDRAWN</b>
<input type="checkbox"/>	CIC63	Model articles of association for a community interest company limited by guarantee	<b>WITHDRAWN</b>
<input type="checkbox"/>	CIC71	Reply Return: Request for consent to transfer of assets for less than full consideration	<b>WITHDRAWN</b>
<input type="checkbox"/>	CIC73	Special Resolution to change, specify or remove an asset-locked body in the articles of association	<b>WITHDRAWN</b>
<input type="checkbox"/>	CIC74	Conversion from a charity to a community interest company (Special Resolution)	<b>WITHDRAWN</b>
<input type="checkbox"/>	CIC75	Conversion from a community interest company to a charity (Special Resolution)	<b>WITHDRAWN</b>

- |                          |                                                                                                          |                  |
|--------------------------|----------------------------------------------------------------------------------------------------------|------------------|
| <input type="checkbox"/> | CIC76 Conversion from an "ordinary" limited company to a community interest company (Special Resolution) | <b>WITHDRAWN</b> |
|--------------------------|----------------------------------------------------------------------------------------------------------|------------------|

## IMMIGRATION – FOR IMMEDIATE USE

The Home Office has updated the following form for immediate use. In line with Rule 34Y of the Immigration Rules, *where an application is made no more than 21 days after the date on which a form is specified (within the meaning of paragraph 34) and on a form that was specified immediately prior to the date of the new specification, the application is deemed to have been made on the specified form (and is therefore not to be treated as invalid by reason only of being made on the "wrong" form).*

- |                          |                                                        | <b>Version</b> | <b>Date</b> |
|--------------------------|--------------------------------------------------------|----------------|-------------|
| <input type="checkbox"/> | AN Application for naturalisation as a British citizen | 700015         | 2/18        |

## INSOLVENCY – FOR IMMEDIATE USE

The following forms have been updated and are now available in Laserform for immediate use.

- |                          |                                                                                                         | <b>Version</b> | <b>Date</b> |
|--------------------------|---------------------------------------------------------------------------------------------------------|----------------|-------------|
| <input type="checkbox"/> | COMP1 Winding up petition (rule 7.5)                                                                    | 700002         | 2/18        |
| <input type="checkbox"/> | COMP7 Office-holder's winding-up petition (rule 7.26 and rule 7.27)                                     | 700002         | 2/18        |
| <input type="checkbox"/> | COMP8 Administration application (rule 3.3)                                                             | 700002         | 2/18        |
| <input type="checkbox"/> | STATD1 Statutory Demand under section 123(1)(a) or 222(1)(a) of the Insolvency Act 1986 (rule 7.3)(SD1) | 700002         | 2/18        |

## LEGAL AID – FOR IMMEDIATE USE

The Legal Aid Agency has updated the following forms which are now available in Laserform for immediate use.

- |                          |                                                        | <b>Version</b> | <b>Date</b> |
|--------------------------|--------------------------------------------------------|----------------|-------------|
| <input type="checkbox"/> | LACRM Application for Advocacy Assistance<br>3         | 700003         | 2/18        |
| <input type="checkbox"/> | LACRM Escape case Claim Form - Crime Prison Law<br>18A | 700002         | 2/18        |

## CONVEYANCING – PENDING UPDATE – 01 MARCH 2018

In November 2017 the Law Society confirmed that changes needed to be made to the definition of a 'clearing bank' in the Standard Conditions of Sale and the Standard Commercial Property Conditions, now that the Bank of England has taken over the direct delivery of the Clearing House Automated Payment System (CHAPS) service.

Further to our update in LIS Bulletin 775, the Law Society is amending both contracts, and they will be available in Laserform shortly, for use from 01 March 2018.

- |                          |                                                                                                                 |                       |
|--------------------------|-----------------------------------------------------------------------------------------------------------------|-----------------------|
| <input type="checkbox"/> | SCS1 Contract incorporating the Standard Conditions of Sale (Fifth Edition – 2018 Revision)                     | <b>PENDING UPDATE</b> |
| <input type="checkbox"/> | SCPC Contract incorporating the Standard Commercial Property Conditions of Sale (Third Edition – 2018 Revision) | <b>PENDING UPDATE</b> |

## COURT – PENDING UPDATE

HM Courts and Tribunals Service (HMCTS) has updated the name of the transcript company in EX107. DTI is now known as Epiq. The latest version will be available in the next LIS Bulletin.

- |                          |                                                                  |                       |
|--------------------------|------------------------------------------------------------------|-----------------------|
| <input type="checkbox"/> | EX107 Request for transcription of Court or Tribunal proceedings | <b>PENDING UPDATE</b> |
|--------------------------|------------------------------------------------------------------|-----------------------|

- EX107( C) EX107 continuation sheet - additional transcript

**PENDING  
UPDATE**

## TRADEMARK – PENDING UPDATE

The Intellectual Property Office is amending the sort code on the following fee sheets. The forms will be available in the next LIS Bulletin.

- |                              |                                                                                                                    |                           |
|------------------------------|--------------------------------------------------------------------------------------------------------------------|---------------------------|
| <input type="checkbox"/> FS2 | Fee sheet for: UK Designs, Patents, Trade Marks, Patent Co-operation Treaty (PCT) and Company Names Tribunal Forms | <b>PENDING<br/>UPDATE</b> |
| <input type="checkbox"/> FS3 | Fee sheet for: Handling EUIPO Design applications made through the Intellectual Property Office                    | <b>PENDING<br/>UPDATE</b> |
| <input type="checkbox"/> FS4 | Fee sheet for: International Trade Mark applications made through the Intellectual Property Office                 | <b>PENDING<br/>UPDATE</b> |

## LIMITED PARTNERSHIPS – 12 MARCH 2018

### Change of Policy in relation to legal personality of partners of limited partnerships

From the 12th March 2018 Companies House will reject an application to register a limited partnership (LP5/LP5s/LP7/LP7s) or a notice of change of partners (LP6) where a limited or general partner appears not to have legal personality.

Under section 4 of the Limited Partnerships Act 1907, a limited partnership must consist of “one or more persons called general partners.....and one or more persons to be called limited partners.....”

A person is someone with his, her or its own distinct legal personality (e.g. an individual or a company).

Where an application to register or notice of change contains details of partner(s) that appear not to have their own legal personality, Companies House will reject the form and request evidence of the legal personality of the partner(s) in question. This could be a copy of the relevant section in the legislation that gives the partner(s) legal personality or some other form of evidence that conclusively shows evidence of the partner(s)' legal personality.

## WEBINARS

Our Wednesday webinars are growing in popularity and proving extremely useful in helping our customers get the most out of Laserform. These free, bitesize webinars last around 20 minutes and are available to all Laserform customers.

We have a variety of webinars available for both users and office administrators:

**Introduction to Laserform** – An overview of Laserform functionality, great for new users or refresher training.

**Clauses** - Learn how to add templates from the clause bank, and create your own clauses.

**Laserform Administration** – Great for office managers, learn how to make the most of Laserform.

**Court of Protection** – A look at the workflow in of our Court of Protection (COP) forms

**Family forms** - An overview of the Laserform family forms, including a look at the FormE+.

Find out more detail and register for webinars at <https://www.oneadvanced.com/webinars/laserform-webinars/>



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