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| **Form of notice mentioned in section 48(2)(*b*) of llp Act** |

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| Date of notice: [Date that the notice is sent] |
| Dear [Addressee], |
| We know or have reasonable grounds to believe that you know or have reasonable grounds to know the identity of a person who is a registrable controller of [name of limited liability partnership] or is likely to have that knowledge. |
| This notice is sent under section 48(2)(*b*) of the Limited Liability Partnerships Act 2005 and requires you to provide the following information within 30 days after the date of this notice. Please send your reply to [address of limited liability partnership]. Failure to provide the information required by this notice may be an offence. |
| If you are a registrable controller of [name of limited liability partnership], please notify [name of limited liability partnership] that you are a registrable controller and provide your particulars to [name of limited liability partnership], as required under section 51 of the Limited Liability Partnerships Act 2005. |
| 1.  Do you know or have reasonable grounds to believe that any other person is a registrable controller of [name of limited liability partnership] or is likely to have that knowledge? |
| Your reply: Yes / No\* |
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| \* | Delete as appropriate. If your reply is yes and the person is an individual, please provide the particulars in sub‑paragraph (*a*). If your reply is yes and the person is a legal entity, please provide the particulars in sub‑paragraph (*b*). |

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| (*a*) | If your reply is yes and the person is an individual, please provide the following particulars to the best of your knowledge: |

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| (i) | the person’s full name: ............................................................. |

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| (ii) | the person’s aliases, if any: ...................................................... |

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| (iii) | the person’s residential address: .............................................. |

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| (iii*a*) | the person’s email address: ......................................... |

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| (iii*b*) | the person’s contact number: ...................................... |

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| (iv) | the person’s nationality: .......................................................... |

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| (v) | the person’s identity card number or passport number: ..................................................................................... |

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| (vi) | the person’s date of birth: ............................................................ |

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| (vii) | the date on which the person became an individual controller of [name of limited liability partnership]: ................................ |

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| (*b*) | If your reply is yes and the person is a legal entity, please provide the following particulars to the best of your knowledge: |

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| (i) | the person’s name: ................................................................... |

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| (ii) | the person’s unique entity number issued by the Registrar, if any: ............................................................................................ |

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| (iii) | the address of the person’s registered office: ....................................................................................... |

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| (iii*a*) | the person’s email address: ......................................... |

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| (iii*b*) | the person’s contact number: ...................................... |

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| (iv) | the person’s legal form: ............................................................ |

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| (v) | the jurisdiction where, and the statute under which, the person is formed or incorporated: ............................................................ |

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| (vi) | the name of the corporate entity register of the jurisdiction where the person is formed or incorporated, if applicable: ................................................................................. |

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| (vii) | the identification number or registration number on the corporate entity register of the jurisdiction where the person is formed or incorporated, if applicable: ...................................... |

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| (viii) | the date on which the person became a corporate controller of [name of limited liability partnership]: ................................. |

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| In this notice — |
| “controller”, “corporate controller”, “individual controller” and “legal entity” have the meanings given by section 43 of the Limited Liability Partnerships Act 2005; |
| “identity card” has the meaning given by section 2(1) of the National Registration Act 1965; |
| “registrable” has the meaning given by section 44 of the Limited Liability Partnerships Act 2005. |
| Yours sincerely, |
| [Name of partner or manager of the limited liability partnership] |
| Partner / Manager\* |
| \*  Delete as appropriate |
| [Name of limited liability partnership] |
| [To be completed by [Addressee]] |
| The information that I have provided in response to this notice is true and accurate. |
| [To affix signature of Addressee and date of the signature] |

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