

FORM OF NOTICE MENTIONED IN SECTION 48(2)(b) OF LLP ACT

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*

* 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).

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

- (i) the person's full name:
- (ii) the person's aliases, if any:
- (iii) the person's residential address:
- (iiia) the person's email address:
- (iiib) the person's contact number:
- (iv) the person's nationality:
- (v) the person's identity card number or passport number:
.....
- (vi) the person's date of birth:
.....
- (vii) the date on which the person became an individual controller of [name of limited liability partnership]:

- (b) If your reply is yes and the person is a legal entity, please provide the following particulars to the best of your knowledge:
- (i) the person's name:
 - (ii) the person's unique entity number issued by the Registrar, if any:
.....
 - (iii) the address of the person's registered office:
.....
 - (iiia) the person's email address:
 - (iiib) the person's contact number:
 - (iv) the person's legal form:
 - (v) the jurisdiction where, and the statute under which, the person is formed or incorporated:
.....
 - (vi) the name of the corporate entity register of the jurisdiction where the person is formed or incorporated, if applicable:
.....
 - (vii) the identification number or registration number on the corporate entity register of the jurisdiction where the person is formed or incorporated, if applicable:
 - (viii) the date on which the person became a corporate controller of [name of limited liability partnership]:

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]