



Companies House

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Our Ref: 10213193/NEWDIR  
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Dear KAKOULLIS KYRIAKOS

Congratulations on being appointed as a director of REVIEW HAWK LTD.

As a company director there are certain duties you must fulfil to ensure your company complies with the law. These include:

- filing the annual accounts for your company
- filing the annual return for your company

It's your responsibility, as a director, to ensure these documents are delivered to us on time. Failure to do so is a criminal offence. If the annual accounts aren't delivered on time, your company will receive a late filing penalty.

You must also tell us about any changes in your company, such as:

- the appointment of a director or the termination of an appointment
- a change to your company's registered office address

To help you fulfil these obligations, we recommend using our online service. Registration is quick, easy and will allow you to check your filing deadlines and company data. Sign up now and allow 5 working days for your authentication code to arrive by post to your registered office address.

More information about your director duties can be found in the enclosed leaflet, but there's also lots of helpful information on [GOV.UK](http://GOV.UK).

We run a number of seminars across the country to explain your responsibilities. Find out if there's one near you at [www.companieshouse.gov.uk/events](http://www.companieshouse.gov.uk/events).

Want to ask us a quick question? Tweet us @CompaniesHouse

Yours sincerely

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