

# Notice to Suppliers



## Company change of address to Kings Place, London

**Originator:** Richard Wray

**Job Title:** Director of External Communications and Brand

**Business Unit:** All

**NTS Number:** 471

**Issue:** 1

**Date:** 19 September 2019

For the attention of the Managing Director.

**Dear Sir or Madam,**

**Scope/Applicability:**

All suppliers to Rolls-Royce plc, including any of our subsidiary companies.

**Introduction:**

Our company headquarters is relocating on 30<sup>th</sup> September 2019 from our current premises at 62 Buckingham Gate, London SW1E 6AT to our new premises in Kings Place, London, which means that the registered office address of Rolls-Royce plc, Rolls-Royce Holdings plc and Rolls-Royce Group plc will change accordingly.

Please note that our new address after the above date will be:

Kings Place, 90 York Way, London, N1 9FX, England.

Any reference specifically made to 62 Buckingham Gate within the contracts between our companies, including any contractual documentation where Rolls-Royce plc has been declared as a parent company by one of our subsidiary companies, shall be deemed amended to read Kings Place with effect from the above date. For the purpose of this communication, reference to contracts will include any purchase orders that have been placed by Rolls-Royce plc, or any of our subsidiary companies, with your company.

Our registered company number and UK VAT number remain unchanged.

Our switchboard telephone number remains unchanged at +44 (0) 20 7222 9020.

**Action Required:**

Please direct all applicable future correspondence to the new registered office address from the above date. If you have any questions on this subject, please do not hesitate to contact your supplier management team.

Additionally, please ensure that any export authorisations, customs declarations or related documents obtained or required by your company also reflect the new registered office address from the above date, and that any supporting documentation (e.g., End-User undertakings) are drafted and submitted to mirror the same address on any export licence application.

**Note:**

This NTS supersedes NTS 468 published on 5<sup>th</sup> September 2019 to Civil Aerospace suppliers. The scope of this NTS includes all suppliers to all Rolls-Royce plc businesses.

**NTS Category:**

General Information / Communication

**Authorised by:**

Richard Wray  
Director of External Communications and Brand