



Director details

The companies register contains details of each company director - their full legal name, residential address and date of appointment. As these details change, the changes must also be recorded on the register.

[First steps to updating director details online](#)

No matter what sort of update you need to make to directors, the first steps are the same.

[Details you can update](#)

[Appointments of new directors](#)

Notification of the appointment of a new director must be made within 20 working days of the appointment.

[Director address changes](#)

You should notify the Registrar of changes of a director's address within 20 working days of you becoming aware of the change.

[Director's change of name](#)

A change of a director's name must be notified to the Registrar of Companies within 20 working days of the company becoming aware of the change.

[Directors ceasing to hold office](#)

When a director ceases to hold office you should notify the Registrar of Companies within 20 working days of the change.

[FAQs](#)

Some of the most frequently asked questions about updating director details.

[Updating director details for overseas companies](#)

Learn how companies registered as overseas companies in New Zealand record changes for their directors.