

**PRESTIGE OFFICE SERVICES LIMITED 2863529**  
**20 THE FAIRWAY LONDON W3 7PU**

TRADING PROFIT AND LOSS FOR THE YEAR ENDING 31 10 2011

	<u>2010</u>	<u>2011</u>
<u>SALES AND WORK DONE</u>	<u>00 00</u>	<u>65 00</u>
PURCHASES	1459 29	1162 11
EMPLOYERS PENSION	1232 71	1232 71
USE OF OFFICE	25 00	25 00
POSTAGE	39 60	58 38
PRINTING	10 00	20 00
TRAVELLING EXPENCES	75 00	36 00
BANK CHARGES	19 71	37 80
GENERAL EXPENCES	15 00	25 00
FIXTURES AND FITTINGS	130 00	120 00
<b><u>SUB-TOTAL</u></b>	<b><u>3006.31</u></b>	<b><u>2717.00</u></b>
<b>LESS</b>	<b>00.00</b>	<b>65.00</b>
<b>NET LOSSES FOR THE YEAR</b>	<b>- 3006.31</b>	<b>- 2652.00</b>

*RD*  
*Robert Day*

MC SATURDAY



\*A00D38RH\*  
A16 17/12/2011 #220  
COMPANIES HOUSE  
\*AFXXCZTN\*  
A27 05/12/2011 6  
COMPANIES HOUSE

**PRESTIGE OFFICE SERVICES LIMITED** **2863529**


**BALANCE SHEET AS OF OCTOBER 31/10/2011**

<b><u>FIXED ASSETS</u></b>	<b>£</b>
Tangible Assets	00 00
Stock held as of 31/10/2011	00 00
<b><u>DEBTORS</u></b>	<b>00.00</b>
Cash in Bank in Hand	1100 00
<b>TOTAL</b>	<b><u>1100 00</u></b>
<b><u>CREDITORS</u></b>	<b>00.00</b>

**CAPITAL AND RESERVES**

Call up Share Capital	2
Profit and Loss account 2010/11	£ -2652 00

For the year ending 2011, the company was entitled to exemption from audit under section 447 of the Companies Act 2006 relating to small companies  
The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006  
The directors acknowledge their responsibility for complying with the requirements of the act with respect to accounting records and for the preparation of accounts  
Those accounts have been prepared in accordance with the provision applicable to companies subject to small companies regime

  
Director  
Robert Day

**PRESTIGE OFFICE SERVICES LIMITED 2863529**

FOR THE YEAR ENDING 31<sup>ST</sup> OCTOBER 2011

**FURTHER NOTES TO THE ACCOUNTS**

**6/ Leasing and hire purchase**

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible assets, assets acquired by financial leases are depreciated over the shorter of the lease term and their useful life, financial leases are those where substantially all the benefits and risks of ownership are assumed by the company, obligations under such agreements are included in creditors net of the financial charge allocated to future periods, the finance element of the rental payment is charged to the profit and loss account so as to produce a constant periodic rate of charge on the net obligation outstanding in each period

**7/ Operating Leases**

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to profit and loss account as incurred

**8/ Turnover**

The turnover and profit before taxation is attributable to the one principle activity of the company.

**9/ Operating Profit For 2011**

The operating profit is stated after charging

Depreciation


Directors Emoluments

Pension Costs

£ 1232 71

Tax on Profit on Ordinary Activities

£ 00 00

  
Robert Day.

**PRESTIGE OFFICE SERVICES LIMITED 2863529**

**REPORT OF THE DIRECTORS**

The Directors present their report and accounts for the year ending 31<sup>st</sup> OCTOBER 2011

**PRINCIPAL ACTIVITY**

The company buy's and sell's office equipment and consumables to trade and industrial concerns.

**REVIEW OF BUSINESS**

The summary of the results of the periods trading is given on page two f the accounts. The Directors are not entirely satisfied with the last twelve months business but are encouraged that things may improve in 2012.


Adequate finances are available to take advantage of future business opportunities and future development.

The Directors at the 31 October 2011 show their interests in the share capital as follows :

	<u>31 OCTOBER 2010</u>	<u>31OCTOBER 2011</u>
<u>Robert John Day</u>	2	2

Signed on Behalf of the Directors and  
Approved by the board.

R.J.Day  
Directors and Secretary.

  
Robert Day.

NOTES TO THE ACCOUNTS FOR THE YEAR ENDING 31<sup>ST</sup> OCTOBER 2011

The company has taken advantage of the exemption in Financial Reporting Standard 1 from the requirements to produce a cash flow statement on the grounds that it is a small company

Turnover comprises the invoiced value of goods and services supplied by the Company..

**The Company is no longer registered for Value Added Tax.**

**Tangible fixed assets are stated at cost depreciation**

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated value, over their expected useful life on the following basis:

**Office Equipment** - 25% Reducing Balance

Stocks and work in progress are valued at the lower of cost and net realisable value, after making due allowances for obsolete and slow items, cost includes all direct expenditure and an appropriate proportion of fixed and variable overheads.

Provision is made for taxation deferred as a result of material timing differences between the incidence of income and expenditure for taxation and accounts purposes, using the liability method, only to the extent that in the opinion of the Directors, there is a reasonable probability that a liability or asset will crystallise in the near future.

RD  
Robert Day.