

CHWP000

03/2006

DCA

For a company limited by shares which is not a subsidiary and where the only transaction is the issue of subscriber shares

Horsham, Sussex RH12 1EQ

01403 259000

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Richard Place Palmer	applicable to the company These accounts were approved by the Board of Directors On 03/03/2008 On 03/03/2008 And signed on their behalf by Director(s) 1 You do not have to give any contact information the box below but if you do, it will help Compan House to contact you if there is a query on the form. The contact information that you give will visible to searchers of the public record.							

GUIDANCE TO PREPARING DORMANT COMPANY ACCOUNTS FOR A COMPANY LIMITED BY SHARES WHERE ITS ONLY TRANSACTION IS THE ISSUE OF SUBSCRIBER SHARES AND THE COMPANY IS NOT A SUBSIDIARY FOR FINANCIAL YEARS ENDING ON OR AFTER 26 JULY 2000.

- a. The attached template for dormant company accounts is only suitable for those companies limited by shares which have never traded and where the only transaction entered into the accounting records of the company is the issue of subscriber shares
- **b** Shares may be fully paid, partly paid or unpaid any paid element should be shown as "Cash at Bank and in hand", any unpaid element shown as "Called up share capital not paid"
- c. The first year's accounts should include note 1 (required by paragraph 39 of Schedule 4 to the Companies Act 1985), thereafter this note should be deleted
- d Dormant companies acting as an agent for any person must state that they have so acted in the notes to the accounts
- e. A fee or penalty raised on the company for the payment of an annual return (form 363) fee, change of name fee, reregistration fee, or late filing penalty may be omitted from the company records and this DCA form - if the payment was made by a third party without any right of reimbursement
- f The company directors are responsible for preparing and filing accounts at Companies House that comply with the requirements of the Companies Act and failure to do so may result in prosecution. Should you have any doubt about the company's entitlement to file dormant accounts, or the preparation of those accounts, you should seek professional advice.
- g. This guidance only advises on the preparation of abbreviated dormant accounts which can be filed at Companies House. It does not advise on the preparation of full accounts for the members.

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	Company Number	0012345	00123456			
	Company Name in full	A Compa	any Lin	nited	i	
	Balance Sheet as at	31 July 2	2002			
				Current Year	Previous Year	
				2002		
Called up S	hare Capital not paid (Se	e note b abo	ve) £			
Cash at Bar	nk and in Hand (See note	b above)	3	100 00		
NET ASSET	rs	£ 100 00	£			
Authonsed a	share capital					
1000	ordinary shares of	£1 00	each			
issued shar	e capital					
100	ordinary shares of	1 00 و	each	100 00		
SHAREHO	LDERS' FUNDS			£ 100 00	3	
consideratio	ear the company allotted 10 n received by the company w	402		an aggregate nominal va		
(a) For the section (b) Member Compa (c) The dir	ear the company acted as an appear and a second and a second a sec	luly 2002 Act 1985 company to ob onsibility for	(c	late) the company was e	ntitled to exemption under	
fina 226	paring accounts which give a uncial year and of its profit at and which otherwise compl dicable to the company	nd loss for the f	linancial ye	ar in accordance with th	ne requirements of section	
on 30 A	s were approved by the Board August 2002 their behalf by			the box below but if y House to contact yo form. The contact info visible to searchers of	ive any contact information in ou do it will help Companies in if there is a query on the ormation that you give will be if the public record	
A	Directo	77		Contact details		

An example

On 1 July 2001 "A Company" Limited was incorporated with authorised share capital of 1,000 ordinary shares of which 100 shares were issued to its sole director. The director paid cash for the shares. The first year accounts are made up to 31 July 2002.

Please Note:

The total of Net Assets should equal the total of Shareholders' Funds.

Please Note:

- This form is only suitable for dormant companies where the company's only transaction is one mentioned in 'a' above and the company is not a subsidiary.
- Do not use this form if your company is a charity or is limited by guarantee or has no shares
- Do not use this form if preparing accounts in accordance with International Accounting Standards (IAS)

When you have completed and signed the form please send it to the Registrar of Companies at

Companies House, Crown Way, Cardiff, CF14 3UZ DX 33050 Cardiff

for companies registered in England and Wales

Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB DX 235 Edinburgh or LP-4 Edinburgh 2 for companies registered in Scotland