

KNOW HOW SERVICES LIMITED

ABBREVIATED FINANCIAL STATEMENTS

**For the Year ended
31 October 2003**

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Company Number : 3651407



KNOW HOW SERVICES LIMITED

BALANCE SHEET
As at 31 October 2003

	note	£	2002 £	£	2002 £
FIXED ASSETS					
Tangible fixed assets	2		988		341
CURRENT ASSETS					
Debtors		4,137		3,917	
Cash at bank and in hand		<u>38,526</u>		<u>40,606</u>	
		42,663		44,523	
Creditors : amounts falling due within one year		<u>(7,997)</u>		<u>(11,937)</u>	
NET CURRENT ASSETS			34,666		32,586
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>35,654</u>		<u>32,927</u>
CAPITAL AND RESERVES					
Called up share capital	3		100		100
Profit and loss account			35,554		32,827
SHAREHOLDERS' FUNDS			<u>35,654</u>		<u>32,927</u>

In preparing these abbreviated accounts, the director considers that the company is entitled to exemption from the requirement to have an audit under the provisions of section 249A(1) of the Companies Act 1985 and no shareholders holding 10% or more of the company's share capital have requested an audit pursuant to Section 249B(2). The director acknowledges his responsibility for ensuring that the company keeps accounting records which comply with section 221, and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit for the year in accordance with the requirements of section 226, and which otherwise comply with the requirements of the Act relating to the financial statements so far as applicable to the company.

These abbreviated accounts which have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

The Financial Statements were approved by the board on 15th July 2004 and signed on its behalf .



Mr J Collins
Director

The notes on pages 3 to 4 form part of these financial statements.

KNOW HOW SERVICES LIMITED
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 October 2003

ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention and in accordance with Financial Reporting Standard for Smaller Entities (effective June 2002)

1.2 Turnover

Turnover comprises the invoiced value of goods and services supplied company, exclusive of Value Added Tax.

1.3 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost or valuation less depreciation. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following bases :

Fixtures & equipment - 25% reducing balance

1.4 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

<p>KNOW HOW SERVICES LIMITED</p> <p>NOTES TO THE FINANCIAL STATEMENTS</p> <p>For the year ended 31 October 2003</p>
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2. TANGIBLE FIXED ASSETS

	Fixtures & Equipment
Cost or valuation	
At 1st November 2002	1,079
additions	<u>977</u>
At 31 October 2003	<u><u>2,056</u></u>
 Depreciation	
At 1 November 2002	738
Charge for year	<u>330</u>
At 31 October 2003	<u><u>1,068</u></u>
 Net Book Value	
At 31 October 2003	988
 <i>At 31 October 2002</i>	 341

3. CALLED UP SHARE CAPITAL

	2003	2002
	£	£
Authorised		
1,000 ordinary shares of £1 each	<u>1,000</u>	<u>1,000</u>
 Allotted, called up and fully paid		
ordinary shares of £1 each	<u>100</u>	<u>100</u>