

USE THIS FORM FOR FINANCIAL YEARS ENDING ON OR AFTER 26 JULY 2000.

DCA

	for the record —							
HFP000	Company Number	3933925						
c	Company Name in full	CPL TRAINING LIMITED						
	Balance Sheet as at	31 MA	RCH 2	1003				
				Current Yea	r	Previous Y	ear	
				2003		2002		
Called up Sh	are Capital not paid		£					
Cash at Ban	k and in Hand		£	6		3		
NET ASSET	S			£6	7	£3		
Authorised s	share capital:							
1000	ordinary shares of	£1	each					
Issued share	e capital:							
9	ordinary shares of	£(each	Ь		3		
SHAREHOI	LDERS' FUNDS			£ 6		£3		
Notes: 1. During the y consideration	rear the company allotted	3 ordinary s vas £ 3	shares with	an aggregate no	ominal value of	£3	 . , the	
-	year the company acted as ar	agent for a pe	rson - if th	is applies pleas	e tick the box			
section (b) Memb Compa (c) The di	e year ended 31 Ments of 249AA(1) of the Companies ers have not required the anies Act 1985. rectors acknowledge their resouring the company keeps ac	company to o sponsibility for:	btain an a		ance with sec			
fin: 22:	eparing accounts which give ancial year, and of its profit a 6, and which otherwise comp plicable to the company.	and loss for the	financial y	rear, in accordan	ce with the red	quirements of s	ection	
on (ats were approved by the Boa their behalf by:	rd of Directors		F c t t	A29 **ANGYQPS PANIES HOUSE	0521 05/11/03	mber ge of act if	

LERMAN QUAILE

CHARTERED ACCOUNTANTS 56 HAMILTON SQUARE BIRKENHEAD, CH41 5AS

July 2000

GUIDANCE TO PREPARING DORMANT COMPANY ACCOUNTS WHERE THE COMPANY'S 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 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.

Company Number Company Name in full Balance Sheet as at 30 July 2000 Current Year Previous Yea 2000 Called up Share Capital not paid (See note b. above) £ 100 Cash at Bank and in Hand (See note b. above) £ 100 Cash at Bank and in Hand (See note b. above) £ 100 NET ASSETS Lathorised share capital: 1000 ordinary shares of £ 1.00 each Issued share capital: 1000 ordinary shares of £ 1.00 each SHAREHOLDERS' FUNDS Statements: (a) For the year ended 30 July 2000 (date) the company was entitled to exemption under section 249AA(1) of the Companies Act 1985. (b) Members have not required the company to obtain an audit in accordance with section 249B(2) of the Companies Act 1985. (c) The directors acknowledge their responsibility for: i. ensuring the company keeps accounting records which comply with section 249 And it preparing accounts 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 and loss for the financial year, and ordinare with the requirements of the Companies Act relati		Ø	USE THIS FORM FOR FINANCIAL YEARS ENDING ON OR AFTER 26 JULY 2000.						
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		*			July 2000				

An example:

On 1 July 1999 "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 30 July 2000.

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.

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

or

Companies House, 37 Castle Terrace, Edinburgh, EH1 2EB DX 235 Edinburgh

for companies registered in Scotland