

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

# **DCA**

_	— for the record ——					
CHFP000	Company Number	4-31	977			
	Company Name in full		Town		LIMITES	>
	Balance Sheet as at	3,	o tif 1	NeveM BをR Current Year		Previous Year
				Current real		Previous real
Called up 9	Share Capital not paid		£			
Cash at Ba	ınk and in Hand		£	1		
NET ASSE	ETS			٤ /		£
Authorisea	share capital:					
100	ordinary shares of	£ /	each			
Issued sha	ure capital:					
1	ordinary shares of	£ /	each			
SHAREHO	DLDERS' FUNDS			£ /	7	£
considerat During the	year the company allotted ion received by the company w year the company acted as an	ras £!	•••			2, the
section (b) Mem Comp	ne year ended 3011 Novide on 249AA(1) of the Companies bers have not required the opanies Act 1985. director(s) acknowledge(s) responsuring the company keeps acc	Act 1985. company to ob onsibility for:	otain an a	udit in accordan	ce with section	to exemption under on 249B(2) of the
fir 22	reparing accounts which give a nancial year, and of its profit ar 26, and which otherwise compl pplicable to the company.	nd loss for the f	inancial ye	ear, in accordance	with the requ	irements of section
and signed or	nts were approved by the Board  Joe 2003  n their behalf by:	d of Directors		the box below House to cor form. The cor	w but if you do, intact you if the ntact information rchers of the pu	contact information in it will help Companies are is a query on the nat you give will be blic record.
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0607 12/06/03

July 2000

A10 CUMPANIES HOUSE

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.

<b>G</b>		OR FINANCIAL YEARS FTER 26 JULY 2000.	DCA
Companies House  for the record		-	
CHFP090 Company Number	00123456		
Company Name in ful	A Company Limit	ed	
Balance Sheet as a	t 31 July 2002		1
	L	Current Year	Pravious Yea
		2002	
Called up Share Capital not paid (Se	ee note <b>b.</b> above)	£	
Cash at Bank and in Hand (See note	a b. above)	£ 100	
NET ASSETS		£ 100	£
Authorised share capital:			
1000 ordinary shares of	£ 1.00 each		l
Issued share capital:			1
100 ordinary shares of	£ 1.00 each	100	
SHAREHOLDERS' FUNDS		£ 100	£
Notes:    During the year the company allotted1	00 ordinary shares w	ith an aggregate nominal value	ue of £ 100 , the
consideration received by the company in During the year the company acted as all		thic applies please tiek the	hov
Statements: 24	July 2002		
section 249AA(1) of the Companies	Act 1985.	(date) the company was en	1
(b) Members have not required the Companies Act 1985.	company to obtain an	audit in accordance with	section (49B(2) of the
<ul> <li>(c) The director(s) acknowledge(s) resp</li> <li>i. ensuring the company keeps ac</li> </ul>		comply with section 221, and	, ,
<li>ii. preparing accounts which give a financial year, and of its profit a 226, and which otherwise comp applicable to the company.</li>	ind loss for the financial	year, in accordance with the	e requirements of section
These accounts were approved by the Boar	rd of Directors	You do not have to give	re any conject information i
on 30 August 2002	The contact informa	ou do, it will help Companie if there a duery on the form that you give will b	
and signed on their behalf by: Director(s)		visible to searchers of Contact details:	те ривне есого.
A Director(s)			
J. C		}	

## 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.

### 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