

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

| COMPANIES HOUSE 28/06/03   |  |                                   |  |
|--|--|-----------------------------------|--|
| CHFP000 Company Number   | 43902  | 08                                |  |
| Company Name in full   |  | PREPARATORY                       | SCHOOL.  |
|  |  |                                   |  |
| Balance Sheet as at  | 31   | AUQUST 200                        | 2.   |
|  |  | Current Year                      | Previous Year  |
|  |  | 0                                 | 0  |
| Called up Share Capital not paid   |  | £ 6                               | 0  |
| Cash at Bank and in Hand   |  | £ O                               | 0  |
| NET ASSETS   |  | 0                                 | £ 0  |
| Authorised share capital:  |  |                                   |  |
| ordinary shares of   | £ ea   | ach                               |  |
| Issued share capital:  |  |                                   |  |
| ordinary shares of   | <b>£</b> ea  | ach O                             | 0  |
| SHAREHOLDERS' FUNDS  |  | £ 0                               | £ O  |
| Notes:  I. During the year the company allotted  | ordinary share   | es with an aggregate nominal va   | lue of £, the  |
| 2. During the year the company acted as an   |  |                                   | e box  |
| (a) For the year ended   | Act 1985.<br>ompany to obtain<br>onsibility for:<br>ounting records wh | n an audit in accordance with     | n section 249B(2) of the   |
| financial year, and of its profit and 226, and which otherwise comply applicable to the company. | d loss for the fina  | ncial year, in accordance with th | e requirements of section  |
| These accounts were approved by the Board on   |  | and, if available, a D            | e, address, telephone number<br>DX number and Exchange of<br>ies House should contact if |
| Albu Gelle   | 152 M  |                                   | SHARRATT<br>SCHOOL.<br>OFFICE<br>DERBY DE65 6FI  |

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 Companie House. It does not advise on the preparation of full accounts for the members.

| •   | USE THIS FORM FOR<br>ENDING ON OR AFT  |   | CA   |
|---|--|---|--|
| Companies House   |  | L   | JUH  |
| CHFP000   |  |   |  |
| Company Number  | 00123456   |   |  |
| Company Name in full  | A Company Limited  |   |  |
| Balance Sheet as at   | 30 July 2000   |   |  |
|   |  | Current Year  | Previous Yea   |
|   |  | 2000  | · ·  |
| Called up Share Capital not paid (Se  | e note <b>b.</b> above) <b>£</b>   | 100   |  |
| Cash at Bank and in Hand (See note  |  |   |  |
| NET ASSETS  |  | £ 100   | £  |
| Authorised share capital:   |  |   | <u></u>  |
| 1000 ordinary shares of   | £ 1.00 each  |   |  |
| Issued share capital:   |  |   |  |
| 100 ordinary shares of  | £ 1.00 each  |   |  |
| SHAREHOLDERS' FUNDS   |  | £ 100   | £  |
| Notes:  1. During the year the company allotted   |  | an aggregate nominal valu   | ie of £ 100 , the                                    |
| 2. During the year the company acted as an  |  | s applies please tick the   | box  |
| (a) For the year ended  | Act 1985.<br>company to obtain an a<br>consibility for:<br>ounting records which cor | udit in accordance with   | section 249B(2) of the                               |
| <ul> <li>ii. preparing accounts which give a<br/>financial year, and of its profit an<br/>226, and which otherwise comply<br/>applicable to the company.</li> </ul> | d loss for the financial ye  | ar, in accordance with the the Companies Act relating   | requirements of section<br>ng to accounts, so far as |
| These accounts were approved by the Board of Directors on   |  | Please give the name, address, telephone numbe<br>and, if available, a DX number and Exchange o<br>the person Companies House should contact i<br>there is any query. |  |
| and signed on their behalf by:<br>Director(s)   |  | Contact details:  |  |
| A Director  |  |   |  |
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|   |  |   |  |

## 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