In accordance with Section 392 of the Companies Act 2006

Accounting period

ending on

# **AA01**

## Change of accounting reference date



Avoid rejection of this form by viewing useful guidance on completing form AA01 at http://www.companieshouse.gov.uk/infoAndGuide/fag/AA01Checklist.shtml

You can use the WebFiling service to file this form online Please go to www.companieshouse.gov.uk

What this form is for You may use this form to change the accounting reference date relating to either the current, or the immediately previous, accounting period

What this form is N
You cannot use this for

- change a period for accounts are alreact
- extend a period beymonths unless the a administration



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Company number

Company number

Company name in full

Company name in full

Date of accounting reference period

Please enter the end date of the current, or the immediately previous, accounting period you wish to change

The current period means the present accounting period which has not yet come to an end

The immediately previous period means the period immediately preceding your present accounting period

New accounting reference date 

Has the accounting reference period been shortened or extended?

Shortened Please complete 'Date shortened so as to end on'

Extended Please complete 'Date extended so as to end on'

Please enter the date the accounting reference period has been shortened to

Date Shortened so as to end on

Or Please enter the date the accounting reference period has been extended to

Date Extended so as to end on

Or Please enter the date the accounting reference period has been extended to

New accounting reference date
If you wish to move the end of your
current, or immediately previous,
reference period to an earlier date,
please insert the required date in the
box marked 'Shortened'

If you wish to move the end of your current, or immediately previous, reference period to a later date, please insert the required date in the box marked 'Extended'

You cannot change a period for which the accounts are overdue

You cannot extend a period beyond 18 months unless the company is in administration

/· .	AAO1 Change of accounting reference date	
4	Avoid rejection of this form by viewing useful guidance on completing form AA01 at http://www.companieshouse.gov.uk/infoAndGuide/faq/AA01Checklist.shtml  Extending more than once in five years o	
	Have you extended the accounting reference period more than once in five years?  → Yes Please complete the section below → No. Please go to Section 5.	◆ Extending more than once in five years You only need to complete this section if you have extended your accounting reference period more than once in five years
extending more than once in five years	You may not extend periods more than once in five years unless you fall into one of the following categories. Please tick only one box.  The company is in administration.  You have specific approval from the Secretary of State (please enclose a copy).  You are extending the company's accounting reference period to align with that of a parent or subsidiary undertaking established in the European Economic Area.  You are submitting the form on behalf of an overseas company.	
5	Signature	
Signature	I am signing this form on behalf of the company  Signature  X  This form may be signed by  Director Secretary, Person authorised P, Permanent representative on behalf of an overseas company, Administrator, Administrative receiver, Receiver, Receiver manager, Charity commission receiver and manager, CIC manager, Judicial factor	Societas Europaea If the form is being filed on behalf of a Societas Europaea (SE), please delete 'director' and insert details of which organ of the SE the person signing has membership  Person authorised Under either section 270 or 274 of the Companies Act 2006
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### **AA01**

#### Change of accounting reference date

Avoid rejection of this form by viewing useful guidance on completing form AA01 at

#### uk/infoAndGulde/faci/AAO Checklist shum Important information Presenter information You do not have to give any contact information, but if Please note that all information on this form will you do it will help Companies House if there is a query appear on the public record on the form The contact information you give will be visible to searchers of the public record Where to send You may return this form to any Companies House address, however for expediency we advise you to return it to the appropriate address below For companies registered in England and Wales The Registrar of Companies, Companies House, Crown Way, Cardiff, Wales, CF14 3UZ ISU NETO DX 33050 Cardiff For companies registered in Scotland The Registrar of Companies, Companies House, Fourth floor, Edinburgh Quay 2, County/Region 139 Fountainbridge, Edinburgh, Scotland, EH3 9FF Postcode DX ED235 Edinburgh 1 or LP - 4 Edinburgh 2 (Legal Post) Country For companies registered in ΚQ Northern Ireland The Registrar of Companies, Companies House, 020 226 Second Floor, The Linenhall, 32-38 Linenhall Street,, Belfast, Northern Ireland, BT2 8BG Checklist DX 481 NR Belfast 1 We may return forms completed incorrectly or with information missing Further information Please make sure you have remembered the following For further information, please see the guidance notes ☑ The company name and number match the on the website at www.companieshouse.gov.uk information held on the public Register or email enquiries@companieshouse gov uk You have completed section 2 You have entered the new accounting reference This form is available in an date in section 3 alternative format. Please visit the You have completed section 4 (if appropriate) ✓ You have signed the form forms page on the website at You have checked your filing deadline through WebCHeck at www companieshouse gov uk www.companieshouse.gov.uk