

Company Registration No 06069322 (England and Wales)

DEVELOPMENT MEDIA INTERNATIONAL ASSOCIATES CIC
DIRECTORS' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

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DEVELOPMENT MEDIA INTERNATIONAL ASSOCIATES CIC

COMPANY INFORMATION

Directors	Mr Roy Head Mr Mark Andrew Adams Professor David Lowell Heymann Professor Robert Hornik Professor Jimmy Whitworth (Appointed 2 November 2015)
Secretary	Ms Jennifer Ruth Steel
Company number	06069322
Registered office	Unit R Reliance Wharf Hertford Road London N1 5EW
Auditors	Brown Withey LLP 6th Floor 48 Gracechurch Street London EC3V 0EJ
Business address	Unit R Reliance Wharf Hertford Road London N1 5EW

DEVELOPMENT MEDIA INTERNATIONAL ASSOCIATES CIC

CONTENTS

	Page
Directors' report	1 - 3
Independent auditors' report	4 - 5
Profit and loss account	6
Balance sheet	7
Notes to the financial statements	8 - 12

DEVELOPMENT MEDIA INTERNATIONAL ASSOCIATES CIC

DIRECTORS' REPORT

FOR THE YEAR ENDED 31 MARCH 2016

The directors present their report and financial statements for the year ended 31 March 2016

Principal activities

The principal activity of the company continued to be that of developing media campaigns in developing countries

About us

Development Media International (DMI) runs radio, television and mobile campaigns to change behaviours and improve lives in developing countries. We generate evidence of impact using robust evaluations, and scale up the most effective campaigns to reach many millions of people. We also help other organisations to design, run and evaluate evidence-based media campaigns. DMI is a UK-based social enterprise. As of 2015-16 we are working in four countries:

- Burkina Faso, where we are scaling up a child health radio campaign across the country and launching a randomised controlled trial of a family planning radio campaign
- Democratic Republic of the Congo, where we have recently concluded a radio child health campaign and are running a radio/TV family planning campaign
- Mozambique, where we are launching a capacity strengthening project focused on nutrition, and are finalising funding for a nationwide radio campaign on child health
- Tanzania, where we are launching a regional nutrition radio campaign

We work with whichever media channels are most effective at reaching our target audience. Often that means radio, but we also use television, and we are starting to work with mobile phones. Much of our work has been focused on health (including maternal and child survival, family planning, tuberculosis and neglected tropical diseases), but we also work on other issues (such as early childhood development). Recently we have focused on sub-Saharan Africa, but we have worked across the developing world, with extensive experience in Asia and Latin America, and we are interested in working in those regions again.

Two factors make us different from other 'behaviour change communication' organisations:

Saturation

We apply a basic principle of commercial marketing that is often forgotten in social marketing: the importance of saturation (reach and frequency). Media campaigns will only be effective if they reach the majority of the target audience, even those in remote areas, and if they reach them often enough to drive home the key messages and calls to action. All of our campaigns are designed to maximise saturation.

Evidence (science)

We believe that media behaviour change campaigns should be seen as legitimate social interventions in their own right, but this will only happen if they can prove that they work. So far, there has been little evidence to prove that media campaigns are effective at changing behaviours in developing countries. We have developed a robust set of tools to measure impact and generate evidence, including the first randomised controlled trial to show that a media campaign has changed health behaviours in a developing country (on child survival), and a second RCT (on family planning).

Of course, a third element is needed: compelling stories that strike a chord with the audience and convince them to change their behaviours. Taken together, we describe these three elements (saturation, science and stories) as our Saturation+ methodology for changing behaviours at scale (see below). We have proved that this unique approach works. We believe that well-designed and properly executed media campaigns are one of the most cost-effective channels for achieving population-level behaviour change (and we have the tools to prove that they work). We are now focused on scaling this approach to countries across the developing world.

Achieving Impact

DMI does not have a standard, one-size-fits-all method for designing and implementing mass media health campaigns. We do, however, build our campaigns on the basis of our proven Saturation+ methodology for achieving impact. This has three elements: saturation, science and stories.

Saturation

- Broadcast spots 8-12 times per day (radio), or 3 times (TV), and daily longer formats
- Broadcast in languages which at least 75% of the target population can understand well
- Broadcast on stations viewed or heard at least weekly by at least 75% of the target population

DEVELOPMENT MEDIA INTERNATIONAL ASSOCIATES CIC

DIRECTORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

About us - continued

Science

- Use mathematical modelling to estimate the impact of each message
- Allocate airtime to each message based primarily on predicted impact
- Measure and attribute impact using robust evaluations

Stories

- Integrate formative research findings into the creative process
- Ensure emotional climax of dramas reflects key barriers to behaviour change
- Test all materials before and after broadcast to check audience reaction, message clarity, impact

Measuring Impact

Attributing the impact of media campaigns

The ideal evaluation design to attribute impacts to our campaign rather than to any other initiatives is a randomised controlled trial, but this is not feasible or affordable in most cases. We have therefore developed a set of techniques for measuring and attributing the health impacts of our campaigns using quasi-experimental evaluation designs. For example, we undertake regular surveys to allow us to conduct time-series analysis of impact, we also compare outcomes between intervention and control areas, and analyse dose-response relationships between behaviour change and target groups with low, medium and high exposure to the campaign.

The reason that a randomised controlled trial (RCT) of a media campaign would not normally work is the risk that people in 'control' areas would listen to radio or TV stations broadcasting from 'intervention' areas. However, DMI analysed the media landscape of every developing country in 2010, and determined that there was one country where an RCT of a media campaign was feasible: Burkina Faso. This small country in West Africa has a very localised, radio-dominated media environment, where local FM radio stations can broadcast campaign messages to intervention areas without 'leaking' into control areas. In 2011, DMI received funding from the Wellcome Trust and Planet Wheeler Foundation to run a large-scale, four year randomised controlled trial to test the impact of an intensive Saturation+ radio campaign on under-five mortality. During the 2.5 year campaign phase of the RCT, DMI broadcast a range of messages covering all of the key child health issues (malaria, diarrhoea, pneumonia, nutrition, hygiene, newborn and maternal care) on seven radio stations, with seven control zones. Based on the midline results, this is the first RCT to demonstrate that a large-scale media campaign can improve health behaviours in a developing country.

We have recently launched a randomised controlled trial of a family planning radio campaign in Burkina Faso, funded by the Global Innovation Fund and a private donor. DMI is currently planning to run further RCTs in Burkina Faso, to test the impact of media campaigns on behaviours linked to other health issues.

Measuring the ultimate impacts of media campaigns

We use surveys to measure trends in knowledge, attitudes and practice, but wherever possible we triangulate survey data with external data sources, ideally clinic-level data, to minimise the risk of 'reporting bias' and other inaccuracies in survey responses. This gives us a reliable estimate of the extent to which our campaigns are actually changing behaviours. Where possible, we also observe behaviours directly, but this is impossible for many health behaviours, which (like exclusive breastfeeding or handwashing) are practised in the household and often in private. We have also developed a ground-breaking mathematical model, in partnership with the London School of Hygiene and Tropical Medicine, to predict how many children's lives can be saved by running large-scale media campaigns targeting all the key causes of under-five mortality. The DMI/LSHTM model uses evidence from previous campaigns to predict the increase in coverage of these interventions that DMI media campaigns could achieve. It then combines this data with the Lives Saved Tool and an adapted version of the Lancet Child Survival Series, which predict how many lives could be saved if coverage of key interventions (such as breastfeeding and bed nets) was increased from current levels. The model predicts that media campaigns could reduce child mortality in many low-income countries by 16% to 23%, depending on the profile of the country. The cost per life-year saved is also lower than any currently available intervention, at between \$4 and \$15 per disability-adjusted life year (DALY). The research was published in The Lancet in February 2015.

Our randomised controlled trial of a child survival media campaign in Burkina Faso is testing these predictions by directly measuring under-five mortality (at baseline and endline), as well as measuring coverage of the target behaviours (at baseline, midline and endline).

DEVELOPMENT MEDIA INTERNATIONAL ASSOCIATES CIC

DIRECTORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

Directors

The following directors have held office since 1 April 2015

Mr Roy Head

Mr Mark Andrew Adams

Professor David Lowell Heymann

Professor Robert Hornik

Professor Jimmy Whitworth

(Appointed 2 November 2015)

Dr Richard Horton

(Resigned 8 December 2015)

Auditors

The auditors, Brown Withey LLP, are deemed to be reappointed under section 487(2) of the Companies Act 2006

Statement of directors' responsibilities

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these financial statements, the directors are required to

- select suitable accounting policies and then apply them consistently,
- make judgements and accounting estimates that are reasonable and prudent,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Statement of disclosure to auditors

So far as the directors are aware, there is no relevant audit information of which the company's auditors are unaware. Additionally, the directors have taken all the necessary steps that they ought to have taken as directors in order to make themselves aware of all relevant audit information and to establish that the company's auditors are aware of that information.

This report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

On behalf of the board



Mr Roy Head

Director

2/11/16

DEVELOPMENT MEDIA INTERNATIONAL ASSOCIATES CIC

INDEPENDENT AUDITORS' REPORT

TO THE MEMBERS OF DEVELOPMENT MEDIA INTERNATIONAL ASSOCIATES CIC

We have audited the financial statements of Development Media International Associates CIC for the year ended 31 March 2016 set out on pages 6 to 12. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective January 2015) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of directors and auditors

As explained more fully in the Directors' Responsibilities Statement set out on pages 1 - 3, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed, the reasonableness of significant accounting estimates made by the directors, and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements

- give a true and fair view of the state of the company's affairs as at 31 March 2016 and of its profit for the year then ended,
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities, and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

DEVELOPMENT MEDIA INTERNATIONAL ASSOCIATES CIC

INDEPENDENT AUDITORS' REPORT (CONTINUED)

TO THE MEMBERS OF DEVELOPMENT MEDIA INTERNATIONAL ASSOCIATES CIC

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us, or
- the financial statements are not in agreement with the accounting records and returns, or
- certain disclosures of directors' remuneration specified by law are not made, or
- we have not received all the information and explanations we require for our audit, or
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption in preparing the directors' report and take advantage of the small companies exemption from the requirement to prepare a strategic report



Mr David Brown (Senior Statutory Auditor)
for and on behalf of Brown Withey LLP

2 November 2016

Chartered Accountants
Statutory Auditor

6th Floor
48 Gracechurch Street
London

EC3V 0EJ

DEVELOPMENT MEDIA INTERNATIONAL ASSOCIATES CIC

PROFIT AND LOSS ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2016

	Notes	2016 £	2015 £
Turnover	2	2,668,155	1,644,076
Cost of sales		(2,251,326)	(1,518,136)
Gross profit		<u>416,829</u>	<u>125,940</u>
Administrative expenses		(39,052)	(31,322)
Operating profit	3	<u>377,777</u>	<u>94,618</u>
Other interest receivable and similar income	4	5,592	1,414
Profit on ordinary activities before taxation		<u>383,369</u>	<u>96,032</u>
Tax on profit on ordinary activities	5	(78,234)	(22,633)
Profit for the year	12	<u><u>305,135</u></u>	<u><u>73,399</u></u>

DEVELOPMENT MEDIA INTERNATIONAL ASSOCIATES CIC

BALANCE SHEET

AS AT 31 MARCH 2016

	Notes	2016 £	£	2015 £	£
Fixed assets					
Tangible assets	7		49,067		33,739
Current assets					
Debtors	8	178,755		158,418	
Cash at bank and in hand		2,367,273		2,072,225	
		<u>2,546,028</u>		<u>2,230,643</u>	
Creditors' amounts falling due within one year	9	<u>(2,072,528)</u>		<u>(2,141,536)</u>	
Net current assets			473,500		89,107
Total assets less current liabilities			<u>522,567</u>		<u>122,846</u>
Provisions for liabilities	10		(140,903)		(46,317)
			<u>381,664</u>		<u>76,529</u>
Capital and reserves					
Profit and loss account	12		381,664		76,529
Shareholders' funds			<u>381,664</u>		<u>76,529</u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and the Financial Reporting Standard for Smaller Entities (effective January 2015)

Approved by the Board for issue on 2/11/16


Mr Roy Head
Director

Company Registration No 06069322

DEVELOPMENT MEDIA INTERNATIONAL ASSOCIATES CIC

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2016

1 Accounting policies

1.1 Accounting convention

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015)

1.2 Compliance with accounting standards

The financial statements are prepared in accordance with applicable United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), which have been applied consistently (except as otherwise stated)

1.3 Turnover

Turnover represents amounts receivable for services

1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows

Plant and machinery	33% & 50% straight line on cost
Fixtures, fittings & equipment	33% & 50% straight line on cost
Motor vehicles	33% & 50% straight line on cost

1.5 Revenue recognition

Turnover is calculated as a proportion of the total contract value based on the actual costs incurred to date

1.6 Foreign currency translation

Monetary assets and liabilities denominated in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date

Where funding in foreign currencies is received at a contracted rate, the corresponding expenses are converted into sterling at the contracted rate. Where no contracted rate exists, transactions in foreign currency are recorded at the date of transaction. All differences are taken to profit and loss account.

2 Turnover

In the year to 31 March 2016 the turnover represents 30% (2015 34%) of funds received from UK based funders and 70% (2015 66%) from overseas funders for services rendered overseas. Comic Relief funds make up £247,747 of the turnover for the year.

3 Operating profit

	2016 £	2015 £
Operating profit is stated after charging		
Amortisation of intangible assets	-	518
Depreciation of tangible assets	43,906	23,296
Auditors' remuneration	4,000	4,000
Other Non-audit fees	1,700	1,700
Directors' remuneration	116,196	100,861

DEVELOPMENT MEDIA INTERNATIONAL ASSOCIATES CIC

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

4	Investment income	2016	2015
		£	£
	Bank interest	5,592	1,414
		<u>5,592</u>	<u>1,414</u>
5	Taxation	2016	2015
		£	£
	Domestic current year tax		
	U K corporation tax	81,289	21,792
	Total current tax	<u>81,289</u>	<u>21,792</u>
	Deferred tax		
	Origination and reversal of timing differences	(3,055)	841
		<u>78,234</u>	<u>22,633</u>
6	Intangible fixed assets		
			Development Costs
			£
	Cost		
	At 1 April 2015 & at 31 March 2016		1,037
	Amortisation		
	At 1 April 2015 & at 31 March 2016		1,037
	Net book value		
	At 31 March 2016		-
	At 31 March 2015		-

DEVELOPMENT MEDIA INTERNATIONAL ASSOCIATES CIC

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

7 Tangible fixed assets

	Plant and machinery etc £
Cost	
At 1 April 2015	137,940
Additions	59,234
At 31 March 2016	197,174
Depreciation	
At 1 April 2015	104,201
Charge for the year	43,906
At 31 March 2016	148,107
Net book value	
At 31 March 2016	49,067
At 31 March 2015	33,739

8 Debtors

	2016 £	2015 £
Trade debtors	7,793	13,689
Other debtors	160,041	136,863
Deferred tax asset (see note 10)	10,921	7,866
	178,755	158,418

9 Creditors amounts falling due within one year

	2016 £	2015 £
Trade creditors	35,748	21,699
Taxation and social security	81,312	21,792
Other creditors	1,955,468	2,098,045
	2,072,528	2,141,536

DEVELOPMENT MEDIA INTERNATIONAL ASSOCIATES CIC

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

10 Provisions for liabilities

	Other £
Profit and loss account	140,903
Balance at 31 March 2016	<u>140,903</u>

Provisions have been made for the following

To cover any dilapidation costs on completion of leases in the UK of £24,000

Staff provisions on the completion of overseas projects of £47,820

Monitoring and evaluation provisions of £69,083

The deferred tax asset (included in debtors, note 8) is made up as follows:

	2016 £	
Balance at 1 April 2015	(7,866)	
Profit and loss account	(3,055)	
Balance at 31 March 2016	<u>(10,921)</u>	
	2016 £	2015 £
Decelerated capital allowances	<u>(10,921)</u>	<u>(7,866)</u>

11 Share capital

Development Media International Associates CIC is a company limited by guarantee and has no share capital. Each member is liable to contribute a sum not exceeding £1 in the event of the company being wound up.

DEVELOPMENT MEDIA INTERNATIONAL ASSOCIATES CIC

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

12 Statement of movements on profit and loss account

	Profit and loss account £
Balance at 1 April 2015	76,529
Profit for the year	305,135
Balance at 31 March 2016	<u>381,664</u>

13 Financial commitments

At 31 March 2016 the company was committed to making the following payments under non-cancellable operating leases in the year to 31 March 2017

	2016 £	2015 £
Operating leases which expire		
Within one year	722	30,334
Between two and five years	60,000	-
In over five years	-	60,000
	<u>60,722</u>	<u>90,334</u>

14 Control

The ultimate controlling party is Roy Head

15 Related party relationships and transactions

Development Media International Associates CIC trades with Development Media International Limited, an entity in which R Head is the sole director. Expenses of £Nil (2015 £Nil) were incurred during the year for services provided. £21 were owed to Development Media International Limited at the year end (2015 due £3,052).

CIC 34**Community Interest Company Report**

For official use
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*Please
complete in
typescript, or
in bold black
capitals*

**Company Name in
full**

Development Media International Associates CIC

Company Number

06069322

Year Ending

31/03/16

This template illustrates what the Regulator of Community Interest Companies considers to be best practice for completing a simplified community interest company report. All such reports must be delivered in accordance with section 34 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 and contain the information required by Part 7 of the Community Interest Company Regulations 2005. For further guidance see chapter 8 of the Regulator's guidance notes and the alternate example provided for a more complex company with more detailed notes.

PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT

In the space provided below, please insert a general account of the company's activities in the financial year to which the report relates, including a fair and accurate description of how they have benefited the community, or section of the community, which the company is intended to serve.

Development Media International Associates CIC ("DMI CIC") delivers mass media campaigns to change behaviours and save lives in developing countries. DMI CIC is the not-for-profit arm of DMI. DMI is the first media organisation to use scientific modelling in order to save the greatest number of lives in the most cost effective way.

This year, DMI has launched several new media behaviour change campaigns and studies, including a randomised controlled trial of a family planning radio campaign in Burkina Faso, nutrition radio projects in Tanzania and Mozambique, and the second phase of a family planning radio and television campaign in Kinshasa, DRC. DMI has also continued to broadcast national radio campaigns in Burkina Faso on child survival and nutrition.

(If applicable, please just state "A social audit report covering these points is attached")

(Please continue on separate continuation sheet if necessary)

PART 2 – CONSULTATION WITH STAKEHOLDERS – Please indicate who the company's stakeholders are, how the stakeholders have been consulted and what action, if any, has the company taken in response to feedback from its consultations? If there has been no consultation, this should be made clear

Our stakeholders are Ministries of Health, radio and television broadcasters and NGOs working in our specific countries, as well as technical partners (eg the London School of Hygiene and Tropical Medicine), UN agencies and funders

Consultation (which is largely carried out through face to face meetings) is taken to collect data, determine the content of health related messages, and select which media partners to work with Using our statistical model, and information provided by partners, we are able to select the most cost-effective use of the budgets available, thus maximising the amount of lives saved

(If applicable, please just state "A social audit report covering these points is attached")

PART 3 – DIRECTORS' REMUNERATION – if you have provided full details in your accounts you need not reproduce it here Please clearly identify the information within the accounts and confirm that, "There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director's loss of office, which require to be disclosed" (See example with full notes) If no remuneration was received you must state that "no remuneration was received" below

The amount paid to directors in respect of qualifying services was £116,195

PART 4 – TRANSFERS OF ASSETS OTHER THAN FOR FULL CONSIDERATION – Please insert full details of any transfers of assets other than for full consideration e g Donations to outside bodies If this does not apply you must state that "no transfer of assets other than for full consideration has been made" below

No transfer of assets other than for full consideration has been made

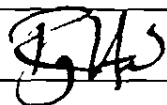
(Please continue on separate continuation sheet if necessary)

(N.B Please enclose a cheque for £15 payable to Companies House)

PART 5 – SIGNATORY

The original report must be signed by a director or secretary of the company

Signed



Date

2/11/16

Office held (tick as appropriate) ☒ Director ☐ Secretary

You do not have to give any contact information in the box opposite but if you do, it will help the Registrar of Companies to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

Roy Head	
Director	
Telephone	
DX Number	DX Exchange

When you have completed and signed the form, please send it to the Registrar of Companies at:

For companies registered in England and Wales: Companies House, Crown Way, Cardiff, CF14 3UZ
DX 33050 Cardiff

For companies registered in Scotland: Companies House, 4th Floor, Edinburgh Quay 2, 139
Fountainbridge, Edinburgh, EH3 9FF DX 235 Edinburgh or LP – 4 Edinburgh 2

For companies registered in Northern Ireland: Companies House, 2nd Floor, The Linenhall, 32-38
Linenhall Street, Belfast, BT2 8BG