

and signed on their behalf by:

Director(s)

the box below but if you do, it will help Companies House 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.

Contact details:

Clay Shaw Thomas Limited Ty Atebion, Bocam Park **Bridgend CF35 5LJ**



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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.

Companies I hasse		R FINANCIAL YEAR AFTER 28 JULY 2000	DCA
CHEP 800 Company Number	00123456	·	
Company Name in tuli	A Company Limited	d	
	D4 4.4.0000		
Balance Sheet as at	31 July 2002		
		Current Year 2002	Previous Year
Called up Share Capital not paid (See	note b. above) f		
Cash at Bank and in Hand (See note)	_		
NET ASSETS	,	£ 100	£
Authorised share capital:			
1000 ordinary shares of	£ 1.00 each		
Issued share capital:			
100 ordinary shares of	£ 1.00 each	100	
SHAREHOLDERS' FUNDS		£ 100	£
Notes: 1. During the year the company alloited 10 consideration received by the company we	00 ordinary shares wit		
2. During the year the company acted as an			
(a) For the year ended 31 J section 249A4 (1) of the Companies (b) Members have not required the c Companies At 1985. (c) The director(s) acknowledge(s) respitions are the company keeps accilipreparing accounts which give a financial year, and of its profit an 226, and which otherwise comply applicable to the company.	Act 1985, om pamy to obtain an onsibility for; ounling records which c true and fair view of th ad loss for the financial;	comply with section 221, en- e state of effeirs of the com year, in accordance with th	section 249B(2) of the d pany as at the end of the e requirements of section
These accounts were approved by the Board of Directors on 30 August 2002 and aligned on their behalf by:		You do not have to give any contact information is the box below but if you do, it will help Companie House to contact you if there a query on the forti The contact information that you give will b visible to searchers of the public record.	
Director(s)		Contact details:	·

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