In accordance with Section 392 of the Companies Act 2006

## **AA01**

### Change of accounting reference date



You can use the WebFiling service to file this form online Please go to www.companieshouse.gov.uk What this form is for What this form is NOT for You may use this form You cannot use this form to - change a period for which the to change the accounting reference accounts are already overdue, date relating to either the current, or A28 01/03/2011 - extend a period beyond 18 the immediately previous, **COMPANIES HOUSE** accounting period months unless the company is A05 18/02/2011 392 administration **COMPANIES HOUSE** Company details → Filling in this form Company number Please complete in typescript or in Company name in full bold black capitals. All fields are mandatory unless specified or indicated by \* Date of accounting reference period ODate of period you wish to Please enter the end date of the current, or the immediately previous, change accounting period • The current period means the present accounting period which T TO Y2 Y0 Y1 Y1 Accounting period has not yet come to an end ending on The immediately previous period means the period immediately preceding your present accounting period New accounting reference date o Has the accounting reference period been shortened or extended? New accounting reference date If you wish to move the end of your → Shortened. Please complete 'Date shortened so as to end on' current, or immediately previous, → Extended. Please complete 'Date extended so as to end on' reference period to an earlier date, please insert the required date in the Please enter the date the accounting reference period has been shortened to box marked 'Shortened' | <sup>y</sup>2 | <sup>y</sup>0 | <sup>y</sup>1 | <sup>y</sup>1 If you wish to move the end of your Date **Shortened** so as current, or immediately previous, to end on reference period to a later date, Please enter the date the accounting reference period has been extended to please insert the required date in the box marked 'Extended' Date Extended so as You cannot change a period for to end on which the accounts are overdue You cannot extend a period beyond 18 months unless the company is in administration

#### AA01

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## **Presenter information** You do not have to give any contact information, but if you do it will help Companies House if there is a query on the form. The contact information you give will be visible to searchers of the public record. Contact name Company name Address County/Region Postcode Country DX Telephone Checklist We may return forms completed incorrectly or with information missing

#### Please make sure you have remembered the following:

- ☐ The company name and number match the information held on the public Register.
- You have completed section 2
- You have entered the new accounting reference date in section 3.
- ☐ You have completed section 4 (if appropriate)
- You have signed the form
- You have checked your filing deadline through WebCHeck at www.companieshouse.gov.uk

#### Important information

Please note that all information on this form will appear on 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 DX 33050 Cardiff

For companies registered in Scotland: The Registrar of Companies, Companies House, Fourth floor, Edinburgh Quay 2, 139 Fountainbridge, Edinburgh, Scotland, EH3 9FF. DX ED235 Edinburgh 1 or LP - 4 Edinburgh 2 (Legal Post)

#### For companies registered in Northern Ireland

The Registrar of Companies, Companies House, Second Floor, The Linenhall, 32-38 Linenhall Street,, Belfast, Northern Ireland, BT2 8BG DX 481 N R Belfast 1.

#### Further information

For further information, please see the guidance notes on the website at www.companieshouse.gov uk or email enquines@companieshouse.gov.uk

This form is available in an alternative format. Please visit the forms page on the website at www.companieshouse.gov.uk

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Extending more than once in five years	Extending more than once in five years •	
	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.
	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	
	I am signing this form on behalf of the company	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
Signature	Signature  X  C)  OSBORNE - BUSINESS HANAGER  This form may be signed by Director •, Secretary, Person authorised •, Permanent representative on behalf of an overseas company, Administrator, Administrative receiver, Receiver, Receiver manager, Charity commission receiver and manager, CIC manager, Judicial factor	