

DCA

	(40.00				
CHWP000	Company Number	04395646			
	Company Name in full	Pilot Comp	uter S	ervices Ltd	
	Balance Sheet as at	31st March 200)3		
			(Current Year	Previous Year
			2	2003	
Called up Share Capital not paid £					
Cash at Bank and in Hand			2		
NET ASSETS			£	2	£
Authorised	share capital:				
1000	ordinary shares of	£1 e	each		
Issued sha	re capital:				
2	ordinary shares of	£ 2	each 2	2	
SHAREHOLDERS' FUNDS £				£ 2	£
Notes: 1. During the considerat	year the company allotted 2ion received by the company w	ordinary sha vas £ 2	res with ar	n aggregate nominal value	of £ 2 , the
2. During the	year the company acted as ar	agent for a perso	n - if this	applies please tick the b	oox
section (b) Mem Comp (c) The d i. er ii. pi	ne year ended 31st March 2 on 249AA(1) of the Companies bers have not required the panies Act 1985. iirector(s) acknowledge(s) responsuring the company keeps accreparing accounts which give a nancial year, and of its profit a 26, and which otherwise companies accounts.	Act 1985. company to obta consibility for: counting records was true and fair view and loss for the final constant.	nin an aud which com w of the st ancial yea	ply with section 221, and ate of affairs of the compa r, in accordance with the	ection 249B(2) of the any as at the end of the requirements of section
a	pplicable to the company.			Vou de set heur te ciue	
These accounts were approved by the Board of Directors O1st September 2003 on, and signed on their behalf by:			You do not have to give any contact information in 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.		
Director(s)	•			Contact details:	
4				€	
			T	July 2000	

AD3
COMPANIES HOUSE

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.

Campanies House	USETHISFORM F ENDING ON OR		IANCIAL YEARS R 26 JULY 2000	DCA	
CHEP 000 Company Number	00123456				
	ull A Company Limited				
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Balance Sheet as at	31 July 2002				
busine officer us u	01009 0002			D 4 14	
			irrent Year 2002	Previous Yea	
		<u>,</u> -	2002		
Called up Share Capital not paid (Se		£	100		
Cash at Bank and in Hand (See note	e b. above)	£	100	<u> </u>	
NET ASSETS		£	100	£	
Authorised share capital:					
1000 ordinary shares of	£ 1.00 eac)			
Issued share capital:					
100 ordinary shares of	£ 1.00 eac	י 🗀	100		
SHAREHOLDERS' FUNDS		£	100	£	
(b) Members have not required the Companies Act 1885. (c) The director(s) acknowledge(s) res i. ensuring the company keeps ac	un agent for a person-i July 2002 s Act 1985, company to obtain a ponsibility for: cooming records whice	f this a (dete) .n audit h.comply	pplies please tion the company was a in accordance with	ck the box Initied to exemption und in section 2498(2) of the	

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