

Registered Number 07477060

SUFFOLK OFFICE SUPPLIES LIMITED

Abbreviated Accounts

31 December 2015

Abbreviated Balance Sheet as at 31 December 2015

	<i>Notes</i>	<i>2015</i>	<i>2014</i>
		£	£
Fixed assets			
Tangible assets	2	676	902
		<u>676</u>	<u>902</u>
Current assets			
Stocks		1,535	1,493
Debtors		8,522	7,122
Cash at bank and in hand		9,289	14,008
		<u>19,346</u>	<u>22,623</u>
Creditors: amounts falling due within one year		<u>(15,097)</u>	<u>(14,233)</u>
Net current assets (liabilities)		<u>4,249</u>	<u>8,390</u>
Total assets less current liabilities		<u>4,925</u>	<u>9,292</u>
Creditors: amounts falling due after more than one year		(2,601)	(6,267)
Provisions for liabilities		(136)	(271)
Total net assets (liabilities)		<u>2,188</u>	<u>2,754</u>
Capital and reserves			
Called up share capital	3	1	1
Profit and loss account		2,187	2,753
Shareholders' funds		<u>2,188</u>	<u>2,754</u>

- For the year ending 31 December 2015 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.
- The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
- These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the Board on 19 February 2016

And signed on their behalf by:

Mr R Budd, Director

Notes to the Abbreviated Accounts for the period ended 31 December 2015**1 Accounting Policies****Basis of measurement and preparation of accounts**

The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities effective April 2008.

Turnover policy

Turnover represents the value, net of value added tax and discounts, of goods provided to customers and work carried out in respect of services provided to customers.

Tangible assets depreciation policy

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Plant and Machinery 25% written down value

Motor Vehicles 25% written down value

Valuation information and policy

Stocks

Stock is valued at the lower of cost and net realisable value.

Other accounting policies

Foreign currencies

Transactions in foreign currencies are recorded at the rate ruling at the date of the transaction.

Monetary assets and liabilities denominated in foreign currencies are translated at the rate of exchange ruling at the balance sheet date. All differences are taken to the profit and loss account.

Deferred taxation

Full provision is made for deferred taxation resulting from timing differences between the recognition of gains and losses in the accounts and their recognition for tax purposes. Deferred taxation is calculated on an un-discounted basis at the tax rates which are expected to apply in the periods when the timing differences will reverse.

2 Tangible fixed assets

	£
Cost	
At 1 January 2015	1,483
Additions	0
Disposals	0
Revaluations	0
Transfers	0
At 31 December 2015	<u>1,483</u>

Depreciation

At 1 January 2015	581
Charge for the year	226
On disposals	0
At 31 December 2015	<u>807</u>

Net book values

At 31 December 2015	<u>676</u>
At 31 December 2014	<u>902</u>

3 Called Up Share Capital

Allotted, called up and fully paid:

	<i>2015</i>	<i>2014</i>
	£	£
1 Ordinary shares of £1 each	1	1

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