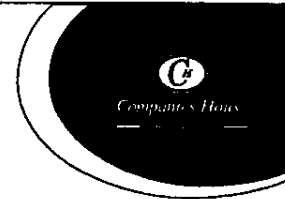


AA01

Change of accounting reference date

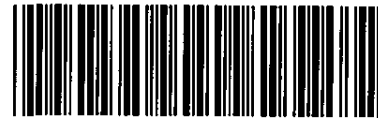


You can use the WebFiling service to file this form online.
Please go to www.companieshouse.gov.uk

☒ **What this form is for**
You may use this form
to change the accounting reference
date relating to either the current or
the immediately previous,
accounting period

☐ **What this form is NOT for**
You cannot use this form to
- change a period for which
accounts are already over
- extend a period beyond 18
months unless the company is in
administration.

TUESDAY



LO3H5KAS

LD5

25/05/2010

17

COMPANIES HOUSE

1 Company details

Company number

Company name in full

→ **Filing in this form**
Please complete in typewritten or in
bold block capitals
All fields are mandatory unless
specified or indicated by *

2 Date of accounting reference period

Please enter the end date of the current, or the immediately previous,
accounting period *

Accounting period ending on

① Date of period you wish to change
The current period means the
present accounting period which
has not yet come to an end.
The immediately previous period
means the period immediately
preceding your present accounting
period.

3 New accounting reference date *

Has the accounting reference period been shortened or extended?
→ **Shortened.** Please complete 'Date shortened so as to end on'
→ **Extended.** Please complete 'Date extended so as to end on'

Please enter the date the accounting reference period has been shortened to

Date Shortened so as to end on

or Please enter the date the accounting reference period has been extended to

Date Extended so as to end on

② New accounting reference date
If you wish to move the end of your
current or immediately previous
reference period to an earlier date,
please insert the required date in the
box marked 'Shortened'.
If you wish to move the end of your
current or immediately previous
reference period to a later date,
please insert the required date in the
box marked 'Extended'.
You cannot change a period for
which the accounts are overdue.
You cannot extend a period beyond
18 months unless the company is in
administration.

AA01

Change of accounting reference date

4

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 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

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.

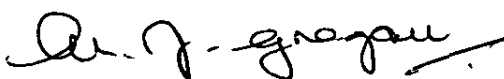
5

Signature

I am signing this form on behalf of the company

Signature

Signature

X  X

This form may be signed by

Director, Secretary, Person authorised, Permanent representative on behalf of an overseas company, Administrator, Administrative receiver, Receiver, Receiver manager, Charitable commission receiver and manager, CIC manager, Judicial factor

Societas Europaea

If this form is being filed on behalf of a Societas Europaea (SE), please delete 'true' or 'not true' details of which organs of the SE the person signing has membership.

Person authorised

Under either section 270 or 271 of the Companies Act 2006

Handwritten text at the top left of the page, possibly a header or title.

Main body of handwritten text, appearing to be a list or series of entries, though the characters are highly stylized and difficult to decipher.

AA01

Change of accounting reference date

**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.

LC reference

CC reference

A3 ref

Part no.

Company ref

A3 ref

Company ref

Date

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,
First Floor, Waterfront Plaza, 8 Laganbank Road,
Belfast, Northern Ireland, BT1 3BS.
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 enquiries@companieshouse.gov.uk

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