

**ABBREVIATED ACCOUNTS
FOR THE YEAR ENDED 30 JUNE 2015
FOR
YOUR OFFICE LIMITED**

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FOR THE YEAR ENDED 30 JUNE 2015**

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YOUR OFFICE LIMITED
COMPANY INFORMATION
FOR THE YEAR ENDED 30 JUNE 2015

DIRECTORS: Mr P J Damany
Mr A Clark
Mr S A Damany

SECRETARY: Mrs V Damany

REGISTERED OFFICE: Excel House
133 Homesdale Road
Bromley
Kent
BR2 9LE

REGISTERED NUMBER: 06255294

ACCOUNTANTS: D S & Co. Ltd
Chartered Accountants
D S House
306 High Street
Croydon
Surrey
CR0 1NG

**ABBREVIATED BALANCE SHEET
30 JUNE 2015**

	Notes	2015 £	£	2014 £	£
FIXED ASSETS					
Tangible assets	2		11,824		13,815
CURRENT ASSETS					
Debtors		5,483		5,448	
Cash at bank		<u>16,570</u>		<u>32,174</u>	
		22,053		37,622	
CREDITORS					
Amounts falling due within one year		<u>20,369</u>		<u>22,862</u>	
NET CURRENT ASSETS			<u>1,684</u>		<u>14,760</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>13,508</u>		<u>28,575</u>
CAPITAL AND RESERVES					
Called up share capital	3		100		100
Profit and loss account			<u>13,408</u>		<u>28,475</u>
SHAREHOLDERS' FUNDS			<u>13,508</u>		<u>28,575</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 June 2015.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 June 2015 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.
- (b)

The abbreviated accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board of Directors on 22 March 2016 and were signed on its behalf by:

Mr P J Damany - Director

**NOTES TO THE ABBREVIATED ACCOUNTS
FOR THE YEAR ENDED 30 JUNE 2015**

1. ACCOUNTING POLICIES

Accounting convention

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

Turnover

Turnover represents net invoiced sales of services, excluding value added tax.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Improvements to property	- 25% on reducing balance
Fixtures and fittings	- 25% on reducing balance
Computer equipment	- 25% on reducing balance

2. TANGIBLE FIXED ASSETS

	Total £
COST	
At 1 July 2014	63,532
Additions	<u>1,950</u>
At 30 June 2015	<u>65,482</u>
DEPRECIATION	
At 1 July 2014	49,717
Charge for year	<u>3,941</u>
At 30 June 2015	<u>53,658</u>
NET BOOK VALUE	
At 30 June 2015	<u>11,824</u>
At 30 June 2014	<u>13,815</u>

3. CALLED UP SHARE CAPITAL

Allotted, issued and fully paid:

Number:	Class:	Nominal value:	2015 £	2014 £
100	Ordinary	£1	<u>100</u>	<u>100</u>

4. ULTIMATE CONTROLLING PARTY

Mr P J Damany controls the company, by virtue of a controlling interest of 80% of the issued Ordinary share capital.

**CHARTERED ACCOUNTANTS' REPORT TO THE BOARD OF DIRECTORS
ON THE UNAUDITED FINANCIAL STATEMENTS OF
YOUR OFFICE LIMITED**

The following reproduces the text of the report prepared for the directors in respect of the company's annual unaudited financial statements, from which the unaudited abbreviated accounts (set out on pages two to three) have been prepared.

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Your Office Limited for the year ended 30 June 2015 which comprise the Profit and Loss Account, the Balance Sheet and the related notes from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at icaew.com/membershandbook.

This report is made solely to the Board of Directors of Your Office Limited, as a body, in accordance with our terms of engagement. Our work has been undertaken solely to prepare for your approval the financial statements of Your Office Limited and state those matters that we have agreed to state to the Board of Directors of Your Office Limited, as a body, in this report in accordance with AAF 2/10 as detailed at icaew.com/compilation. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and its Board of Directors, as a body, for our work or for this report.

It is your duty to ensure that Your Office Limited has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and profit of Your Office Limited. You consider that Your Office Limited is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the financial statements of Your Office Limited. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory financial statements.

D S & Co. Ltd
Chartered Accountants
D S House
306 High Street
Croydon
Surrey
CR0 1NG

22 March 2016

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.