

CHWP000

DCA

**For a company limited by shares which is not
a subsidiary and where the only transaction
is the issue of subscriber shares**

Company Number 04831748

Company Name in full ABC Vehicle Contracts Ltd

Balance Sheet as at 31st March 2004

	Current Year	Previous Year
	2004	
Called up Share Capital not paid	£ 100	
Cash at Bank and in Hand	£	
NET ASSETS	£ 100	£
<i>Authorised share capital:</i>		
100 ordinary shares of £ 1.00 each		
<i>Issued share capital:</i>		
100 ordinary shares of £ 1.00 each	100	
SHAREHOLDERS' FUNDS	£ 100	£

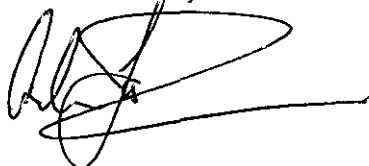
- Notes:**
- During the year the company allotted 100 ordinary shares with an aggregate nominal value of £ 1.00, the consideration received by the company was £ 100.00
 - During the year the company acted as an agent for a person - **if this applies please tick the box** ☐

Statements:

- For the year ended 31st March 2004 (date) the company was entitled to exemption under section 249AA(1) of the Companies Act 1985.
- Members have not required the company to obtain an audit in accordance with section 249B(2) of the Companies Act 1985.
- The director(s) acknowledge(s) responsibility for:
 - ensuring the company keeps accounting records which comply with section 221, and
 - preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year, and of its profit and loss for the financial year, in accordance with the requirements of section 226, and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as applicable to the company.

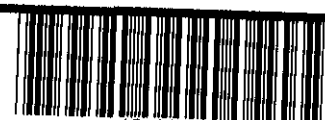
These accounts were approved by the Board of Directors

on 14th July 2004
and signed on their behalf by:
Director(s)



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.

Contact details:



A25
COMPANIES HOUSE

0364
16/07/04

1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that proper record-keeping is essential for the integrity of the financial system and for the ability to detect and prevent fraud.

2. The second part of the document outlines the specific requirements for record-keeping, including the need to maintain separate accounts for each transaction and to ensure that all records are properly indexed and filed.

3. The third part of the document discusses the importance of regular audits and reviews of the records. It states that audits are necessary to ensure that the records are accurate and to identify any potential areas of concern.

4. The fourth part of the document discusses the importance of training and education for all personnel involved in the record-keeping process. It states that personnel must be properly trained to ensure that they are able to maintain accurate records and to detect and prevent fraud.

5. The fifth part of the document discusses the importance of maintaining the confidentiality of the records. It states that all records must be kept secure and that access to the records must be restricted to authorized personnel only.

6. The sixth part of the document discusses the importance of maintaining the integrity of the records. It states that all records must be kept in a secure and accessible location and that they must be protected from damage and loss.

7. The seventh part of the document discusses the importance of maintaining the accuracy of the records. It states that all records must be kept up-to-date and that any changes to the records must be properly documented.

8. The eighth part of the document discusses the importance of maintaining the completeness of the records. It states that all records must be kept in a complete and accurate form and that any missing or incomplete records must be identified and corrected.

9. The ninth part of the document discusses the importance of maintaining the consistency of the records. It states that all records must be kept in a consistent format and that any changes to the format must be properly documented.

10. The tenth part of the document discusses the importance of maintaining the reliability of the records. It states that all records must be kept in a reliable and secure location and that they must be protected from damage and loss.

11. The eleventh part of the document discusses the importance of maintaining the transparency of the records. It states that all records must be kept in a transparent and accessible form and that any changes to the records must be properly documented.

12. The twelfth part of the document discusses the importance of maintaining the accountability of the records. It states that all records must be kept in a accountable and secure location and that they must be protected from damage and loss.



13. The thirteenth part of the document discusses the importance of maintaining the integrity of the records. It states that all records must be kept in a secure and accessible location and that they must be protected from damage and loss.

14. The fourteenth part of the document discusses the importance of maintaining the accuracy of the records. It states that all records must be kept up-to-date and that any changes to the records must be properly documented.

15. The fifteenth part of the document discusses the importance of maintaining the completeness of the records. It states that all records must be kept in a complete and accurate form and that any missing or incomplete records must be identified and corrected.

GUIDANCE TO PREPARING DORMANT COMPANY ACCOUNTS FOR A COMPANY LIMITED BY SHARES WHERE ITS 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.

- The attached template for dormant company accounts is only suitable for those companies limited by shares which have never traded and where the only transaction entered into the accounting records of the company is the issue of subscriber shares.
- 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".
- 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.
- Dormant companies acting as an agent for any person must state that they have so acted in the notes to the accounts.
- A fee or penalty raised on the company for the payment of an annual return (form 363) fee, change of name fee, re-registration 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.
- 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.
- 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.

		<h1 style="margin: 0;">DCA</h1>	
<small>CHFP000</small>		For a company limited by shares which is not a subsidiary and where the only transaction is the issue of subscriber shares	
Company Number		00123456	
Company Name in full		A Company Limited	
Balance Sheet as at		31 July 2002	
		Current Year	Previous Year
		2002	
Called up Share Capital not paid (See note b. above)	£		
Cash at Bank and in Hand (See note b. above)	£	100.00	
NET ASSETS		£ 100.00	£
Authorised share capital: 1000 ordinary shares of £ 1.00 each			
Issued share capital: 100 ordinary shares of £ 1.00 each			
		100.00	
SHAREHOLDERS' FUNDS		£ 100.00	£
Notes: 1. During the year the company allotted ordinary shares with an aggregate nominal value of £....., the consideration received by the company was £..... 2. During the year the company acted as an agent for a person - If this applies please tick the box <input type="checkbox"/>			
Statements: 31 July 2002 (a) For the year ended (date) the company was entitled to exemption under section 249AA(1) of the Companies Act 1985. (b) Members have not required the company to obtain an audit in accordance with section 249B(2) of the Companies Act 1985. (c) The director(s) acknowledge(s) responsibility for: i. ensuring the company keeps accounting records which comply with section 221, and ii. preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year, and of its profit and loss for the financial year, in accordance with the requirements of section 226, and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as applicable to the company.			
These accounts were approved by the Board of Directors on 30 August 2002 and signed on their behalf by: Director(s)		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. Contact details: <div style="border: 1px solid black; height: 40px; width: 100%;"></div>	
			

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.

■ Do not use this form if your company is a charity or is limited by guarantee or has no shares

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**
or LP-4 Edinburgh 2
for companies registered in Scotland