in accordance with Section 444 and 448 of the Companies Act 2006

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Dormant company accounts (DCA)



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Dormant company accounts (DCA)

4	Date of approval of accounts •	
Approval of accounts	63 62 2010	Please insert the date the accounts were approved by the board of directors
5	Director's signature and name	
Signature	X X X	
Director's name		
6	Guidance	
	This guidance is on 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 beginning on or after 6th April 2008	Please Note. The total of Net Assets should equal the total of Shareholders' Funds - The DCA is only suitable for dormant companies where the company's
	a 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	companies where the company's only transaction is one mentioned it 'a' above and the company is not a subsidiary - Do not use the DCA if your company is a charity or is limited by guarantee or has no shares - Do not use the DCA if preparing accounts in accordance with
	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 Dormant companies acting as an agent for any person must state that they have so acted in Section 3	International Accounting Standards (IAS)
	d A fee or penalty raised on the company for the payment of an annual return fee, change of name fee, reregistration fee, or late filing penalty may be omitted from the company records and this DCA - if the payment was made by a third party without any right of reimbursement	
	e 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.	
	f 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	

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Dormant company accounts (DCA)

Presenter information -	Important information	
You do not have to give any contact information, but if you do it will help Companies House if there is a query The contact information you give will be visible to searchers of the public record	Please note that all this information will appear on the public record	
Scarcines of the public record	Where to send	
Contact name Company name	You may return the DCA to any Companies House address, however for expediency we advise you to return it to the appropriate address below	
	return to the appropriate address selow	
Address	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	
Post town	The Registrar of Companies, Companies House, Fourth floor, Edinburgh Quay 2,	
County/Region	139 Fountainbridge, Edinburgh, Scotland, EH3 9FF	
Postcode	DX ED235 Edinburgh 1	
Country	or LP - 4 Edinburgh 2 (Legal Post)	
DX	For companies registered in	
Telephone	Northern Ireland: The Registrar of Companies, Companies House,	
	First Floor, Waterfront Plaza, 8 Laganbank Road,	
✓ Checklist	Belfast, Northern Ireland, BT1 3BS DX 481 N R Belfast 1	
We may return dormant company accounts		
completed incorrectly or with information missing		
Please make sure you have remembered the	Further information	
following The company name and number match the information held on the public Register You have entered the date of the balance sheet in	For further information, please see the guidance notes on the website at www companieshouse gov uk or email enquiries@companieshouse gov uk	
Section 2	Dormant company accounts are	
☐ You have completed Section 3 correctly ☐ You have entered the date of approval of the	available in an alternative format.	
accounts in Section 4	Please visit the forms page on the	
☐ A Director has signed the DCA and printed their name	website at	
☐ You have read the guidance in Section 6	www.companieshouse.gov.uk	
	vvvvv.companiesnouse.gov.uk	
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