# **GEM OFFICE SERVICES LIMITED**

**Abbreviated Accounts** 

31 December 2011

SATURDAY



16 25/08/2012 COMPANIES HOUSE

#53

## **GEM OFFICE SERVICES LIMITED**

Registered number:

07105342

Abbreviated Balance Sheet as at 31 December 2011

•	lotes		2011 £		2010 £
Fixed assets					
Tangible assets	2		3,567		1,478
Current assets					
Debtors		5,743		6,418	
Cash at bank and in hand		4,760		13,328	
		10,503		19,746	
Creditors: amounts falling due					
within one year		(3,697)		(12,431)	
Net current assets			6,806		7,315
Net assets		<u></u>	10,373	- -	8,793
Capital and reserves					
Called up share capital	3		100		100
Profit and loss account	_		10,273		8,693
Shareholders' funds		_	10,373	_	8,793

The director is satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006

Members have not required the company to obtain an audit in accordance with section 476 of the Act

The director acknowledges his responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime

K Khadem Director

Approved by the board on 23 August 2012

# GEM OFFICE SERVICES LIMITED Notes to the Abbreviated Accounts for the year ended 31 December 2011

# 1 Accounting policies

# Basis of preparation

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**

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

## Depreciation

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

Plant and machinery

25% Reducing Balance

2	Tangible fixed assets			£	
	Cost				
	At 1 January 2011			1,971	
	Additions				
	At 31 December 2011			4,950	
	Depreciation				
	At 1 January 2011			493	
	Charge for the year			890	
	At 31 December 2011			1,383	
	Net book value				
	At 31 December 2011			3,567	
	At 31 December 2010			1,478	
3	Share capital	Nominal	2011	2011	2010
	Alletted celled on and fully and	value	Number	£	£
	Allotted, called up and fully paid	04b	400	400	400
	Ordinary shares	£1 each	100	100	100