

# **USE THIS FORM FOR FINANCIAL YEARS ENDING ON OR AFTER 26 JULY 2000.**

# **DCA**

CHFPC	000	Company Number				$\neg$	
		Joinpany (tumber	3016557				
	Com	pany Name in full	KMA	FA	a named	OF TWO NO	
	Ва	lance Sheet as at	31/61	/200	1		
		l	/		Current Year	Previous Year	
					Cultett Teal	Frevious real	
				•	<i>p</i> ) 1 c		
(	Called up St	hare Capital not paid	d	£	M 1 1	VIC	
C	Cash at Ban	nk and in Hand		£	N(C	NIC	
1	NET ASSET	rs			£	£	
A	Authorised s	share capital:					
	190	ordinary shares of	£/	each			
1	ssued share	e capital:					
	2	ordinary shares of	£ /	each	2	1	
9	SHAREHOL	DERS' FUNDS			£2 -	٤ م	
		e company allotted .w			an aggregate nomin	al value of £, the	
2. Durir	ng the year the	e company acted as an	agent for a per		is applies please ti	ck the box	
Stateme (a) (b) (c)	) Member h Companies The director i. ensuring ii. preparing financial y 226, and	Act 1985. rs acknowledge their res the company keeps acc accounts which give a r rear, and of its profit and which otherwise comply	company to olesponsibility for: counting record true and fair vie to loss for the file	otain an a s which co ew of the s nancial ye	audit in accordance omply with section 22 state of affairs of the ar, in accordance wi	with section 249B(2) of the 21, and company as at the end of the th the requirements of section relating to accounts, so far as	
on and signed on their behalf by:					and, if available the person Com there is any que	Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.  Contact details:	
Director	(6)						

July 2000

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COMPANIES HOUSE

0115 26/09/01

GUIDANCE TO PREPARING DORMANT COMPANY ACCOUNTS WHERE THE COMPANY'S 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.

- a. The attached template for dormant company accounts is only suitable for those companies which have never traded and where the only transaction entered into the accounting records of the company is the issue of subscriber shares.
- **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. 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.
- d. Dormant companies acting as an agent for any person must state that they have so acted in the notes to the accounts.
- **e.** 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.
- f. 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.
- **g.** 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.

Companies House	USE THIS FORM FOR ENDING ON OR AFT	FINANCIAL YEARS I'ER 26 JULY 2000.	DCA		
CHFP000 Company Number	00123456				
Company Name In full	A Company Limited				
Balance Sheet as at	30 April 2000	Current Year	Previous Yea		
Called up Share Capital not pa	id * 9	2000	Frevious rea		
Cash at Bank and in Hand	* 9	100			
NET ASSETS		£ 100	£		
Authorised share capital:					
1000 ordinary shares o	f £ 1.00 each				
Issued share capital:					
100 ordinary shares o	f £ 1.00 each	100			
SHAREHOLDERS' FUNDS		£ 100	£		
Notes:  1. Ouring the year the company allotted .1.1. consideration received by the company w. 2. Ouring the year the company acted as an Statements:  (a) For the year ended	as £100	his applies please tick the b (date) the company was entit audit in accordance with s comply with section 221, and e state of affairs of the compa year, in accordance with the i	led to exemption under ection 249B(2) of the any as at the end of the requirements of section to accounts, so far a ddress, telephone number number and Exchange of		
A Director		July 2000			

## An example:

On 1 April 1999 "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 30 April 2000.

#### 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.

See note b. above

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

for companies registered in Scotland