

COMPANY REGISTRATION NUMBER 729192

A & K OFFICE PRODUCTS LTD
ABBREVIATED ACCOUNTS
31 DECEMBER 2009

TUESDAY



A1MF6NSX
A46 28/09/2010 156
COMPANIES HOUSE

MASONS AUDIT LIMITED
Chartered Accountants & Statutory Auditor
4 Hadleigh Business Centre
351 London Road
Hadleigh
Essex
SS7 2BT

A & K OFFICE PRODUCTS LTD
ABBREVIATED ACCOUNTS
YEAR ENDED 31 DECEMBER 2009

CONTENTS	PAGE
Independent auditor's report to the company	1
Abbreviated balance sheet	2
Notes to the abbreviated accounts	3

A & K OFFICE PRODUCTS LTD

INDEPENDENT AUDITOR'S REPORT TO A & K OFFICE PRODUCTS LTD

IN ACCORDANCE WITH CHAPTER 3 OF SECTION 16 OF THE COMPANIES ACT 2006

We have examined the abbreviated accounts, together with the financial statements of A & K Office Products Ltd for the year ended 31 December 2009 prepared under Section 396 of the Companies Act 2006

This report is made solely to the company, in accordance with Chapter 3 of Section 16 of the Companies Act 2006. Our work has been undertaken so that we might state to the company those matters we are required to state to it in a special auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company for our work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND AUDITOR

The directors are responsible for preparing the abbreviated accounts in accordance with Section 444 of the Companies Act 2006. It is our responsibility to form an independent opinion as to whether the company is entitled to deliver abbreviated accounts to the Registrar of Companies and whether the abbreviated accounts have been properly prepared in accordance with the regulations made under that section and to report our opinion to you.

BASIS OF OPINION

We conducted our work in accordance with Bulletin 2008/4 issued by the Auditing Practices Board. In accordance with that Bulletin we have carried out the procedures we consider necessary to confirm, by reference to the financial statements, that the company is entitled to deliver abbreviated accounts and that the abbreviated accounts to be delivered are properly prepared.

OPINION

In our opinion the company is entitled to deliver abbreviated accounts prepared in accordance with Section 444(3) of the Companies Act 2006, and the abbreviated accounts have been properly prepared in accordance with the regulations made under that section.



SP BARKER FCA (Senior Statutory Auditor)

For and on behalf of
MASONS AUDIT LIMITED
Chartered Accountants
& Statutory Auditor

4 Hadleigh Business Centre
351 London Road
Hadleigh
Essex
SS7 2BT

15 September 2010

A & K OFFICE PRODUCTS LTD

ABBREVIATED BALANCE SHEET

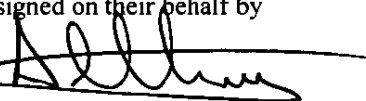
31 DECEMBER 2009

	Note	2009 £	£	2008 £
CURRENT ASSETS				
Cash at bank and in hand		1,241		11,142
CREDITORS: Amounts falling due within one year		<u>1,712</u>		<u>77,529</u>
NET CURRENT LIABILITIES			<u>(471)</u>	<u>(66,387)</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>(471)</u>	<u>(66,387)</u>
CAPITAL AND RESERVES				
Called-up equity share capital	2		100	100
Profit and loss account			<u>(571)</u>	<u>(66,487)</u>
DEFICIT			<u>(471)</u>	<u>(66,387)</u>

These abbreviated accounts have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006

These abbreviated accounts were approved by the directors and authorised for issue on 15 September 2010, and are signed on their behalf by

A T HENSBY
Director



Company Registration Number 729192

The notes on pages 3 to 4 form part of these abbreviated accounts

A & K OFFICE PRODUCTS LTD
NOTES TO THE ABBREVIATED ACCOUNTS
YEAR ENDED 31 DECEMBER 2009

1. ACCOUNTING POLICIES

Basis of accounting

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

The turnover shown in the profit and loss account represents amounts invoiced during the year, exclusive of Value Added Tax

In respect of long-term contracts and contracts for on-going services, turnover represents the value of work done in the year, including estimates of amounts not invoiced. Turnover in respect of long-term contracts and contracts for on-going services is recognised by reference to the stage of completion

Fixed assets

All fixed assets are initially recorded at cost

Hire purchase agreements

Assets held under hire purchase agreements are capitalised and disclosed under tangible fixed assets at their fair value. The capital element of the future payments is treated as a liability and the interest is charged to the profit and loss account on a straight line basis

Pension costs

The company operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the company. The annual contributions payable are charged to the profit and loss account

Financial instruments

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the entity after deducting all of its financial liabilities

2. SHARE CAPITAL

Authorised share capital:

	2009	2008
	£	£
100 Ordinary shares of £1 each	<u>100</u>	<u>100</u>

A & K OFFICE PRODUCTS LTD
NOTES TO THE ABBREVIATED ACCOUNTS
YEAR ENDED 31 DECEMBER 2009

2. SHARE CAPITAL *(continued)*

Allotted, called up and fully paid:

	2009		2008	
	No	£	No	£
100 Ordinary shares of £1 each	<u>100</u>	<u>100</u>	<u>100</u>	<u>100</u>

3. ULTIMATE PARENT COMPANY

During the year the parent company was Winstonmead PLC a company registered in England & Wales