

Registered Number: 1596771 (England and Wales)

FOCUS OFFICE EQUIPMENT LIMITED

Abbreviated Accounts

for the Year Ended

31st March 2008

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FOCUS OFFICE EQUIPMENT LIMITED

Abbreviated Accounts for the Year Ended 31st March 2008

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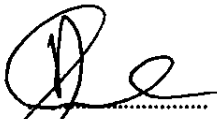
FOCUS OFFICE EQUIPMENT LIMITED**Abbreviated Balance Sheet as at 31st March 2008**

<u>31st March 2007</u>		<u>Notes</u>	
	<u>Fixed Assets</u>		
38,500	Intangible	2	35,750
77,014	Tangible	3	438,347
<u>115,514</u>			<u>474,097</u>
	<u>Current Assets</u>		
9,798	Stock	1(c)	6,182
53,787	Debtors		16,523
-	Bank Balances		25,820
<u>63,585</u>			<u>48,525</u>
139,721	<u>Creditors : Amounts Falling Due Within One Year</u>	4	219,379
(76,136)	<u>Net Current Liabilities</u>		(170,854)
<u>39,378</u>	<u>Total Assets Less Current Liabilities</u>		<u>303,243</u>
(34,250)	<u>Creditors : Amounts Falling Due After One Year</u>	4	(212,197)
<u>£ 5,128</u>			<u>£ 91,046</u>
	<u>Capital and Reserves</u>		
5,104	<u>Share Capital</u>	5	5,104
24	<u>Profit and Loss Account</u>		85,942
<u>£ 5,128</u>	<u>Shareholders Funds</u>		<u>£ 91,046</u>

For the financial year ended 31st March 2008 the company was entitled to exemption from audit under Section 249A(1) Companies Act 1985, and no notice has been deposited under Section 249B(2) Companies Act 1985. The Director acknowledges his responsibilities for ensuring that the company keeps accounting records which comply with Section 221 Companies Act 1985 and preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the period and of its profit for the financial period in accordance with the requirements of Section 226 Companies Act and which otherwise comply with the requirements of the Companies Act 1985 so far as applicable to the company.

The abbreviated accounts have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and in accordance with the Financial Reporting Standard for Smaller Entities.

The accounts were approved by the Board of Directors on 27th January 2009 and signed on its behalf.


D.M. Samuel
 Director

The attached notes form an integral part of these accounts

FOCUS OFFICE EQUIPMENT LIMITED

Notes to the Abbreviated Accounts as at 31st March 2008

1. **Accounting Policies**

(a) **Basis of Accounts**

The accounts are prepared under the Historical Cost Convention.

(b) **Turnover**

Turnover represents net invoiced sales of goods excluding VAT.

The company operates maintenance support contracts in respect of computer software and hardware and income is recognised on a time basis evenly over the year of each contract.

(c) **Stock**

Stock is valued by the Directors at the lower of cost and net realisable value after making due allowance for obsolete and slow moving items.

(d) **Depreciation**

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost of each asset over its estimated useful life at the following rates:-

Computer Equipment	:	50% on Cost
Office Equipment	:	25% on Written Down Value
Motor Vehicles	:	20% on Cost

No depreciation has been provided on the freehold Property.

(e) **Goodwill**

Goodwill, being the amount paid in connection with the acquisition of the business in 1995, is being written over on a straight line basis over its estimated useful life of 20 years.

(f) **Hire Purchase Commitments**

Assets obtained under hire purchase contracts and finance leases are capitalised as tangible assets and depreciated over the shorter of the lease term and their useful lives. Obligations under such agreements are included in creditors net of the finance charge allocated to future periods.

The interest element is charged to the profit and loss account over the period of the contract and represents a constant proportion of the balance of capital repayments outstanding.

(g) **Operating Leases**

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profit as incurred.

(h) **Cash Flow**

The accounts do not include a cash flow statement because the company, as a small reporting entity, is exempt from the requirement to prepare such statement under Financial Reporting Standard 1 'Cash Flow Statements'.

FOCUS OFFICE EQUIPMENT LIMITED**Notes to the Abbreviated Accounts as at 31st March 2008****2. Fixed Assets****Intangible Assets****Purchased Goodwill (Note 1(e))****Cost****Opening Balance as at 1st April 2007
and Closing Balance as at 31st March 2008****£ 55,000**
=====**Amortisation****Opening Balance as at 1st April 2007****16,500****Profit and Loss Account Charge (Note 1(b))****2,750**
-----**Closing Balance as at 31st March 2008****£ 19,250**
=====**Net Book Value as at 31st March 2008****£ 35,750**
=====**3. Fixed Assets****Tangible****Opening Balance as at 1st April 2007****235,424****Additions in the Year****387,696****Disposals in the Year****(20,031)**
-----**Closing Balance as at 31st March 2008****£ 603,089**
=====**Depreciation****Opening Balance as at 1st April 2007****158,410****Profit and Loss Account Charge (Note 1(d))****26,363****Disposals in the Year****(20,031)**
-----**Closing Balance as at 31st March 2008****£ 164,742**
=====**Net Book Value as at 31st March 2008****£ 438,347**
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FOCUS OFFICE EQUIPMENT LIMITED**Notes to the Abbreviated Accounts as at 31st March 2008**4. **Creditors:-**

Creditors include the following:-

	2007	
<u>Bank Loan</u>		
Repayable Within One Year	6,187	6,187
Repayable Within Five Years	28,075	21,911
	-----	-----
	34,262	28,098
 <u>Bank Overdraft</u>	 14,027	 35,969
	-----	-----
	£ 48,289	£ 64,067
	=====	=====

The bank overdraft and loan are secured by the personal guarantee of the directors.

5. **Share Capital****Authorised**

5,004 Ordinary Shares of £1 each	5,004
100 Ordinary B Shares of £1 each	100

	£ 5,104
	=====
 <u>Allotted, Called Up and Fully Paid</u>	
5,104 Ordinary Shares of £1 each	£ 5104
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