



Companies House
— for the record —

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287

Please complete in typescript,
or in bold black capitals.

CHWP000

Change in situation or address of Registered Office

Company Number

2449095

Company Name in full

Micro Data Systems Ltd

New situation of registered office

NOTE.

The change in the situation of the registered office does not take effect until the Registrar has registered this notice

For 14 days beginning with the date that a change of registered office is registered, a person may validly serve any document on the company at its previous registered office

PO Box numbers only are not acceptable

For English and Welsh companies, the address must be in England or Wales. For Scottish companies, the address must be in Scotland

Address

17 Pennyfields

Post town

Bungay

County / Region

Suffolk

Postcode

NR35 1RD

Signed

Date

15/5/08

† Please delete as appropriate

† a director / secretary / administrator / administrative receiver / liquidator / receiver manager / receiver

You do not have to give any contact information in the box opposite but if you do, it will help Companies House to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record

Tel

DX number

DX exchange

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

or LP - 4 Edinburgh 2

FRIDAY



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16/05/2008

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COMPANIES HOUSE

1. The first part of the document discusses the importance of maintaining accurate records of all transactions and the role of the accounting department in ensuring the integrity of the financial data.

2. It also highlights the need for regular audits and the importance of having a clear understanding of the company's financial position at all times.

3. The document further outlines the responsibilities of the accounting department in managing the company's cash flow and ensuring that all payments are made on time.

4. It also discusses the importance of having a strong internal control system in place to prevent fraud and ensure the accuracy of the financial statements.

5. The document concludes by emphasizing the role of the accounting department in providing valuable insights into the company's financial performance and helping management make informed decisions.

6. It also mentions the importance of staying up-to-date with the latest accounting standards and regulations to ensure compliance.

7. The document further discusses the importance of having a clear understanding of the company's tax obligations and ensuring that all taxes are paid on time.

8. It also mentions the importance of having a strong relationship with the company's external auditors and ensuring that all audit findings are addressed promptly.

9. The document concludes by emphasizing the importance of having a clear understanding of the company's financial position and the role of the accounting department in ensuring the accuracy of the financial data.

10. It also mentions the importance of having a strong internal control system in place to prevent fraud and ensure the accuracy of the financial statements.

11. The document further discusses the importance of having a clear understanding of the company's tax obligations and ensuring that all taxes are paid on time.