Company Registration No. 03362205 (England and Wales)

REGISTRAR

A & M OFFICE SERVICES LIMITED

ABBREVIATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 OCTOBER 2015

A & M OFFICE SERVICES LIMITED

ABBREVIATED BALANCE SHEET
AS AT 31 OCTOBER 2015

	Notes	£	2015 £	£	2014 £
Fixed assets					
Tangible assets	2		6,679		7,858
Investments	2		20,553		20,553
			27,232		28,411
Current assets					
Debtors		35,343		20,929	
Cash at bank and in hand		24,503		23,736	
		59,846		44,665	
Creditors: amounts falling due within one year		(10,817)		(6,571)	
Net current assets			49,029		38,094
Total assets less current liabilities			76,261		66,505
Capital and reserves					
Called up share capital	3		100		100
Profit and loss account			76,161		66,405
Shareholders' funds			76,261		66,505

For the financial year ended 31 October 2015 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:
- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These abbreviated financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the Board for issue on 31 March 2016

M Bright
Director

Company Registration No. 03362205

1 Accounting policies

1.1 Accounting convention

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

1.2 Compliance with accounting standards

The financial statements are prepared in accordance with applicable United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), which have been applied consistently (except as otherwise stated).

1.3 Turnover

Turnover represents net invoiced sales of services, excluding value added tax. Where a service is incomplete at the year end, turnover represents the sales value of services provided based on an appropriate proportion of time spent. Any partially completed services that are un-billed at year end are recorded in accrued income within trade debtors.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Fixtures, fittings & equipment	15% reducing balance

1.5 Investments

Fixed asset investments are stated at cost less provision for diminution in value.

2 Fixed assets

	Tangible assets	Investments	Total
	£	£	£
Cost			
At 1 November 2014 & at 31 October 2015	32,054	20,553	52,607
Depreciation			
At 1 November 2014	24,196	-	24,196
Charge for the year	1,179	-	1,179
At 31 October 2015	25,375	-	25,375
Net book value			
At 31 October 2015	6,679	20,553	27,232
At 31 October 2014	7,858	20,553	28,411

A & M OFFICE SERVICES LIMITED

NOTES TO THE ABBREVIATED ACCOUNTS (CONTINUED)
FOR THE YEAR ENDED 31 OCTOBER 2015

3	**Share capital**	**2015**	**2014**
		£	**£**
	Allotted, called up and fully paid		
	100 Ordinary shares of £1 each	100	100