

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

# DCA

	ie record —				
CHFP000	Company Number	575 lb	<del>6</del> વે .		
Com	pany Name in full	THE OUT	RECAR	Y RESIDENCE CO	MFANY -
A33 COMPANIES HOUSE	20770U* 0688	PRIL	3th	Current Year	Previous Year
	share Capital not paid	İ	£		
·	nk and in Hand		£	100/.60	
NET ASSE	тѕ			<b>£</b> (0.00	2
Authorised	share capital:				
1660	ordinary shares of	£1,00	each		
Issued sha	re capital:				
100.	ordinary shares of	2/00	each	100	
SHAREHO	LDERS' FUNDS			£ (00	£
consideration rec	eived by the company wa	as $\mathbf{c}$ $\mathbf{c}$ $\mathbf{c}$	*****	an aggregate nominal value	
section 249A (b) Members hat Companies A (c) The director i. ensure ii. prepothe section 249A	AA(1) of the Companies A ave not required the co Act 1985. s acknowledge their resp uring the company k paring accounts which giv financial year, and of its	Act 1985.  Company to observations  consibility for:  ceeps account  ce a true and fact  profit and loss  vise comply with	tain an a ting rec ir view of for the fin	te) the company was entitle audit in accordance with some ords which comply with the state of affairs of the coancial year, in accordance was irements of the Companies of the C	section 249B(2) of the h section 221, and impany as at the end of with the requirements of Act relating to accounts,
	re approved by the Board  2			and, if available, a DX	ddress, telephone number number and Exchange of House should contact if

July 2000

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 — to the good —	USE THIS FORM FOR FINANCIAL YEARS ENDING ON OR AFTER 26 JULY 2000.		
CHFP000			
Company Number	00123456		
Company Name in full	A Company Limite	d	
Balance Sheet as at	30 April 2000		
		Current Year	Previous Yea
		2000	FIEVIOUS TEZ
	d* £		<u> </u>
Called up Share Capital not pai			
Cash at Bank and in Hand	100		
NET ASSETS		£ 100	€ .
Authorised share capital:			
1000 ordinary shares of	£ 1.00 each		
Issued share capital:			
100 ordinary shares of	£ 1.00 each	100	
SHAREHOLDERS' FUNDS		£ 100	£
1. During the year the company allotted, 1,0 consideration received by the company way. 2. During the year the company acted as an Statementa:  (a) For the year ended, 30 April 2 section 249AA(1) of the Companies (b) Members have not required the companies Act 1985.  (c) The directors acknowledge their resp. i. ensuring the company ii. preparing accounts which give the financial year, and of its section 226, and which other so far as applicable to the company.	agent for a person - If to the company to obtain an consibility for: eags accounting refer a true and tair view oprofit and loss for the fixing company.	this applies please tick late) the company was en audit in accordance wi cords which comply if the state of affairs of the nancial year, in accordan juirements of the Compan	the box
These accounts were approved by the Board on		and, il available, a	DX number and Exchange inles House should contact

# 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