

AR01

Annual Return

(For returns made up to a date on or after 1 October 2011)

003900-40

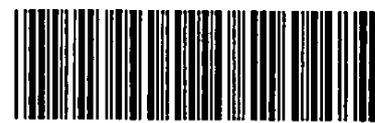


Companies House

A fee is payable with this form
Please see 'How to pay' on the last page

You can use the WebFiling
Please go to www.companieshouse.gov.uk

TUE MONDAY



A114SGHS
A15 24/09/2012 #97
COMPANIES HOUSE
A1HPCKAQ
A07 18/09/2012 #161
COMPANIES HOUSE

What this form is for
You may use this form to confirm that the company information is correct as at the date of this return. You must file an Annual Return at least once every year.

What this form is NOT for
You cannot use this form to give notice of changes to the company officers, registered office or company type or information relating to the company register.

Part 1 Company details

The section must be completed by all companies

Filing in this form
Please complete in typescript or in bold black capitals
All fields are mandatory unless specified or indicated by *

A1 Company details

Company number: 4060747

Company name in full: SO INDERWICK ROAD

1 Company name change
If your company has recently changed its name, please provide the company name as at the date of this return

A2 Return date

Please give the annual return made up date. The return date must not be a future date. The annual return must be delivered within 28 days of the date given below.
If you would like the company's made up date to be earlier than 1 October 2011, please complete the AR01 appropriate for earlier made up dates.

Date of this return: 03 09 2012

2 Date of this return
Your company's return date is usually the anniversary of incorporation or the anniversary of the last annual return filed at Companies House. You may choose an earlier return date but it must not be a later date.

A3 Principal business activity

Please show the trade classification code number(s) for the principal activity or activities

Classification code 1: 98000

Classification code 2:

Classification code 3:

Classification code 4:

3 Principal business activity
You must provide a trade classification code (SIC code 2007) or a description of your company's main business in this section.
A full list of the trade classification codes are available on our website www.companieshouse.gov.uk

If you cannot determine a code, please give a brief description of your business activity below

Principal activity description: RESIDENTIAL PROPERTY MANAGEMENT

AR01

Annual Return

(For returns made up to a date on or after 1 October 2011)

A4

Company type¹

Please confirm your company type by ticking the appropriate box below (only one box must be ticked)

- Public limited company
- Private company limited by shares
- Private company limited by guarantee
- Private company limited by shares exempt under section 60
- Private company limited by guarantee exempt under section 60
- Private unlimited company with share capital
- Private unlimited company without share capital

1 Company type

If you are unsure of your company type, please check your latest certificate of incorporation or our website
www.companieshouse.gov.uk

A5

Registered office address²

Building name/number	50 INDERWICK ROAD
Street	INDERWICK ROAD
Post town	LONDON
County/Region	
Postcode	N8 9LD

2 Change of registered office

This must agree with the address that is held on the Companies House record at the date of this return

If the registered office address has changed, you should complete form AD01 and submit it together with this annual return

A6

Single alternative inspection location (SAIL) of the company records (if applicable)³

Building name/number	
Street	NA
Post town	
County/Region	
Postcode	

3 SAIL address

This must agree with the address that is held on the Companies House record at the date of this return

If the address has changed, you should complete form AD02 and submit it together with this annual return

A7

Location of company records⁴

Please tick the appropriate box to indicate which records are kept at the SAIL address in Section A6

- Register of members
- Register of directors
- Directors' service contracts
- Directors' indemnities
- Register of secretaries
- Records of resolutions etc
- Contracts relating to purchase of own shares
- Documents relating to redemption or purchase of own share out of capital by private company
- Register of debenture holders
- Report to members of outcome of investigation by public company into interests in its shares
- Register of interests in shares disclosed to public company
- Instruments creating charges and register of charges England and Wales or Northern Ireland
- Instruments creating charges and register of charges Scotland

4 Location of company records

If the company records are held at the registered office address, do not tick any of the boxes in this section

Certain records must be kept by every company while other records are only kept by certain company types where appropriate

If the records are not kept at the SAIL address, they must be available at the registered office

If any of the company records have moved from the registered office to the address in Section A6 since the last annual return, you must complete form AD03 and submit it together with this annual return

AR01

Annual Return

(For returns made up to a date on or after 1 October 2011)

Part 2

Officers of the company

This section should include details of the company at the date to which this annual return is made up

- For a secretary who is an individual, go to Section B1
- For a corporate secretary, go to Section C1
- For a director who is an individual, go to Section D1
- For a corporate director, go to Section E1

Continuation pages

Please use a continuation page if you need to enter more officer details

Secretary

B1

Secretary's details [Ⓢ]

Please use this section to list all the secretaries of the company
For a corporate secretary, complete Section C1-C4

Title*	MS
Full forename(s)	CHRISTINE
Surname	CHAMBERS
Former name(s) [Ⓢ]	

Ⓢ Secretary appointments

You may not use this form to appoint a secretary. To do this, please complete form AP03 and submit it together with this annual return.

Corporate details

Please use Section C1-C4 to enter corporate secretary details.

Secretary details

All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH03.

Ⓢ Former name(s)

Please provide any previous names which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes.

B2

Secretary's service address [Ⓢ]

Building name/number	50
Street	TINDERWICK ROAD
Post town	LONDON
County/Region	
Postcode	N8 9LD
Country	GT BRITAIN

Ⓢ Service address

If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.

This information will appear on the public record.

AR01

Annual Return

(For returns made up to a date on or after 1 October 2011)

Corporate secretary

C1

Corporate secretary's details ¹

Please use this section to list all the corporate secretaries of the company

Corporate body/firm name

Building name/number

Street

Post town

County/Region

Postcode

Country

1 Corporate secretary appointments

You cannot use this form to appoint a corporate secretary. To do this, please complete form AP04 and submit it together with this annual return.

Corporate secretary details

All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH04.

This information will appear on the public record.

C2

Location of the registry of the corporate body or firm

Is the corporate secretary registered within the European Economic Area (EEA)?

→ Yes Complete **Section C3 only**

→ No Complete **Section C4 only**

C3

EEA companies ²

Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register.

Where the company/firm is registered ³

Registration number

2 EEA

A full list of countries of the EEA can be found in our guidance www.companieshouse.gov.uk

3 This is the register mentioned in Article 3 of the First Company Law Directive (68/151/EEC)

C4

Non-EEA companies

Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register.

Legal form of the corporate body or firm

Governing law

If applicable, where the company/firm is registered ⁴

If applicable, the registration number

4 Non-EEA

Where you have provided details of the register (including state) where the company or firm is registered, you must also provide its number in that register.

AR01

Annual Return

(For returns made up to a date on or after 1 October 2011)

Director

D1 Director's details

Please use this section to list all the directors of the company
For a corporate director, complete Section E1-E4

Title*	MS
Full forename(s)	CHRISTINE
Surname	CHAMBERS
Former name(s)	
Country/State of residence	GT BRITAIN
Nationality	BRITISH
Date of birth	14 07 1948
Business occupation (if any)	COMMISSIONER FOR SOCIAL SERVICES

Director appointments
You cannot use this form to appoint a director. To do this, please complete form AP01 and submit it together with this annual return.

Corporate details
Please use Section E1-E4 to enter corporate director details.

Director details
All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH01.

Former name(s)
Please provide any previous names which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes.

D2 Director's service address

Building name/number	THE COMPANY'S REGISTERED
Street	OFFICE
Post town	
County/Region	
Postcode	
Country	

Service address
If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.

This information will appear on the public record.

AR01

Annual Return

(For returns made up to a date on or after 1 October 2011)

Director**D1****Director's details** ¹Please use this section to list all the directors of the company
For a corporate director, complete Section E1-E4

Title*	MRS
Full forename(s)	WENDY MARGARET
Surname	ROWAN
Former name(s) ²	
Country/State of residence	GT BRITAIN
Nationality	BRITISH
Date of birth	25 03 1960
Business occupation (if any)	

1 Director appointments

You cannot use this form to appoint a director. To do this, please complete form AP01 and submit it together with this annual return.

Corporate details

Please use Section E1-E4 to enter corporate director details.

Director details

All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH01.

2 Former name(s)

Please provide any previous names which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes.

D2**Director's service address** ³

Building name/number	98 A
Street	UPLANDS ROAD
Post town	LONDON
County/Region	
Postcode	N8 9NJ
Country	

3 Service address

If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.

This information will appear on the public record.

Director

D1 Director's details	
Please use this section to list all the directors of the company For a corporate director, complete Section E1-E4	
Title*	MRS
Full forename(s)	ZOE THERESA MARY
Surname	WILLIAMS
Former name(s)	
Country/State of residence	GT BRITAIN
Nationality	BRITISH
Date of birth	d 1 6 m 0 6 y 1 9 7 2
Business occupation (if any)	PA

Director appointments
You cannot use this form to appoint a director. To do this, please complete form AP01 and submit it together with this annual return.

Corporate details
Please use Section E1-E4 to enter corporate director details.

Director details
All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH01.

Former name(s)
Please provide any previous names which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes.

D2 Director's service address	
Building name/number	THE COMPANY'S REGISTERED
Street	ADDRESS
Post town	
County/Region	
Postcode	
Country	

Service address
If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.

This information will appear on the public record.

ARO1
Annual Return

Director

D1 Director's details ①

Please use this section to list all the directors of the company
For a corporate director, complete Section E1-E4

① Director appointments
You cannot use this form to appoint a director. To do this, please complete form AP01 and submit it together with this annual return.

Corporate details
Please use Section E1-E4 to enter corporate director details.

Director details
All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH01.

② Former name(s)
Please provide any previous names which have been used for business purposes during the period of this return. Married women do not need to give former names unless previously used for business purposes.

Title*	
Full forename(s)	
Surname	
Former name(s) ②	
Country/State of residence	
Nationality	
Date of birth	d d m m y y y y
Business occupation (if any)	

D2 Director's service address ③

③ Service address
If you have previously notified Companies House that the service address is at 'The Company's Registered Office', please state 'The Company's Registered Office' in the address.

This information will appear on the public record.

Building name/number	
Street	
Post town	
County/Region	
Postcode	
Country	

AR01

Annual Return

(For returns made up to a date on or after 1 October 2011)

Corporate director

E1	Corporate director's details ¹	
Please use this section to list all the corporate director's of the company		
Corporate body/firm name		1 Corporate director appointments You cannot use this form to appoint a corporate director. To do this, please complete form AP02 and submit it together with this annual return. Corporate director details All details must agree with those previously notified to Companies House. If you have made changes since the last annual return and have not notified us, please complete form CH02. This information will appear on the public record.
Building name/number		
Street		
Post town		
County/Region		
Postcode		
Country		
E2	Location of the registry of the corporate body or firm	
Is the corporate director registered within the European Economic Area (EEA)? → Yes Complete Section E3 only → No Complete Section E4 only		
E3	EEA companies ²	
Please give details of the register where the company file is kept (including the relevant state) and the registration number in that register		2 EEA A full list of countries of the EEA can be found in our guidance www.companieshouse.gov.uk 3 This is the register mentioned in Article 3 of the First Company Law Directive (68/151/EEC)
Where the company/firm is registered ³		
Registration number		
E4	Non-EEA companies	
Please give details of the legal form of the corporate body or firm and the law by which it is governed. If applicable, please also give details of the register in which it is entered (including the state) and its registration number in that register		4 Non-EEA Where you have provided details of the register (including state) where the company or firm is registered, you must also provide its number in that register.
Legal form of the corporate body or firm		
Governing law		
If applicable, where the company/firm is registered ⁴		
If applicable, the registration number		

AR01

Annual Return

(For returns made up to a date on or after 1 October 2011)

Part 3**Statement of capital**

Does your company have share capital?

→ Yes Complete the sections below and the following Part 4

→ No Go to Part 5 (Signature)

① This should reflect the company's capital status at the made up date of this annual return

F1**Share capital in pound sterling (£)**Please complete the table below to show each class of shares held in pound sterling
If all your issued capital is in sterling, only complete Section F1 and then go to Section F4

Class of shares (E.g. Ordinary/Preference etc)	Amount paid up on each share ②	Amount (if any) unpaid on each share ②	Number of shares ③	Aggregate nominal value ④
ORDINARY	£1.00	NA	3	£ 3.00
				£
				£
				£
Totals			3	£ 3.00

F2**Share capital in other currencies**Please complete the table below to show any class of shares held in other currencies
Please complete a separate table for each currency

Currency

Class of shares (E.g. Ordinary/Preference etc)	Amount paid up on each share ②	Amount (if any) unpaid on each share ②	Number of shares ③	Aggregate nominal value ④
Totals				

Currency

Class of shares (E.g. Ordinary/Preference etc)	Amount paid up on each share ②	Amount (if any) unpaid on each share ②	Number of shares ③	Aggregate nominal value ④
Totals				

F3**Totals**

Please give the total number of shares and total aggregate nominal value of issued share capital

⑤ Total aggregate nominal value
Please list total aggregate values in different currencies separately. For example £100 + €100 + \$10 etc

Total number of shares

3

Total aggregate nominal value ⑤

£ 3.00

② Including both the nominal value and any share premium

③ Number of shares issued multiplied by nominal value of each share

Continuation Pages
Please use a Statement of Capital continuation page if necessary

④ Total number of issued shares in this class

AR01

Annual Return

(For returns made up to a date on or after 1 October 2011)

F4

Statement of capital (Voting rights)

Please give the prescribed particulars of rights attached to shares for each class of share shown in the statement of capital share tables in Sections F1 and F2

Class of share

ORDINARY

Voting rights

EACH SHARE IS ENTITLED TO ONE VOTE IN ANY CIRCUMSTANCE.
EACH SHARE HAS EQUAL RIGHTS TO DIVIDENDS
EACH SHARE IS ENTITLED TO PARTICIPATE IN A DISTRIBUTION ARISING FROM A WINDING UP OF THE COMPANY

Class of share

Voting rights

Class of share

Voting rights

Class of share

Voting rights

AR01

Annual Return

(For returns made up to a date on or after 1 October 2011)

Part 4 Shareholders

Does your company have share capital?

→ Yes go to **Section G1** 'Companies with share capital'

→ No Go to **Part 5 (Signature)**

G1

Companies with share capital

Question 1

Were any of the company's shares admitted to trading on a market at any time during this return period? Please tick the appropriate box below ①

No go to **Section G2** 'Past and present shareholders'

Yes go to **Question 2**

① A market is one established under the rules of a UK recognised investment exchange or any other regulated markets in or outside of the UK, or any other market outside of the UK. The current UK recognized investment exchanges and regulated markets can be found at www.fsa.gov.uk/register/exchanges.do

Question 2

Please only refer to Question 2 below if you have answered 'Yes' to Question 1. If you answered 'No', please go to Section G2 'Past and present shareholders'

Did the company, throughout the return period, have any shares admitted to trading on a relevant market and was it, throughout the return period, an issuer to which DTR5 applies? Please tick the appropriate box below ②

No go to **Section G4** 'Shareholders who hold at least 5% of any class of shares of the company as at the made up date of the return'

Yes go to **Part 5 (Signature)**

② DTR5 refers to the Vote Holder and Issuer Notification Rules contained in Chapter 5 of the Disclosure and Transparency Rules source book issued by the Financial Services Authority. Notification is required when the percentage acquisition of a shareholder in the company has reached a certain threshold (starting at 3%)

G2

List of past and present shareholders ③

The company is required to provide a full list of past and present shareholders if one was not included with either of the last two returns. Please tick the appropriate box below

There were no shareholder changes in this period. Go to **Part 5 (Signature)**

A full list of shareholders is enclosed

A list of shareholder changes is enclosed

How is the list of shareholders enclosed? Please tick the appropriate box below

The list of shareholders is enclosed on paper. Go to **Section G3** 'List of past and present shareholders'

The list of shareholders is enclosed in another format. Go to **Part 5 (Signature)**

③ This section only applies to companies answering 'No' in Section G1

AR01

Annual Return

(For returns made up to a date on or after 1 October 2011)

G3

List of past and present shareholders¹

Changes during this period to shareholders' particulars or details of the amount of stock or shares transferred must be completed each year

You must provide a 'full list' of all company shareholders on

- The company's first annual return following incorporation,
- Every third annual return after a full list has been provided

¹Please list the company shareholders in alphabetical order

Joint shareholders should be listed consecutively

Further shareholders

Please use a 'List of past and present shareholders' continuation page if necessary

This section only applies to companies answering 'No' to Question 1 in Section G1

Shareholder's Name (Address not required)	Class of share	Shares or stock currently held		Shares or stock transferred (if appropriate)	
		Number of shares or amount of stock		Number of shares or amount of stock	Date of registration of transfer
CHRISTINE CHAMBERS	ORDINARY	(/ /
WENDY MARGARET ROWAN	ORDINARY	1			/ /
ZOE THERESA MARY WILLIAMS	ORDINARY	1			/ /
					/ /
					/ /
					/ /
					/ /
					/ /
					/ /
					/ /
					/ /
					/ /
					/ /

AR01

Annual Return

(For returns made up to a date on or after 1 October 2011)

 **Presenter information**

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

Contact name CHRISTINE CHAMBERS

Company name SO INDERLUCK LTD

Address

Post town LONDON

County/Region

Postcode N8 9LD

Country GT BRITAIN

DX

Telephone 0208 341 2203

Checklist

We may return forms completed incorrectly or with information missing

Please make sure you have remembered the following

- That if the made up date of the return is any earlier than 1 October 2011, you must complete the appropriate form AR01
- The company name and number match the information held on the public Register
- You have completed your principal business activity
- You have not used this form to make changes to the registered office address
- You have not used this form to make changes to secretary and director details
- You have fully completed the Statement of capital (if applicable)
- You have signed the form
- You have enclosed the correct fee

 **Important information**

Please note that all information on this form will appear on the public record

 **How to pay**

A fee of £40 is payable to Companies House in respect of an Annual Return

Make cheques or postal orders payable to 'Companies House'

 **Where to send**

You may return this form to any Companies House address, however for expediency we advise you to return it to the appropriate address below

For companies registered in England and Wales
The Registrar of Companies, Companies House,
Crown Way, Cardiff, Wales, CF14 3UZ
DX 33050 Cardiff

For companies registered in Scotland
The Registrar of Companies, Companies House,
Fourth floor, Edinburgh Quay 2,
139 Fountainbridge, Edinburgh, Scotland, EH3 9FF
DX ED235 Edinburgh 1
or LP - 4 Edinburgh 2 (Legal Post)

For companies registered in Northern Ireland
The Registrar of Companies, Companies House,
Second Floor, The Linenhall, 32-38 Linenhall Street,
Belfast, Northern Ireland, BT2 8BG
DX 481 N R Belfast 1

 **Further information**

For further information, please see the guidance notes on the website at www.companieshouse.gov.uk or email enquiries@companieshouse.gov.uk

This form is available in an alternative format. Please visit the forms page on the website at www.companieshouse.gov.uk

AR01

Annual Return

(For returns made up to a date on or after 1 October 2011)

Part 5

Signature

This must be completed by all companies

I am signing this form on behalf of the company

Signature

Signature

X  X

This form may be signed by
Director ¹, Secretary, Person authorised ², Charity commission receiver and
manager, CIC manager, Judicial factor

1 Societas Europaea

If the form is being filed on behalf of a Societas Europaea (SE) please delete 'director' and insert details of which organ of the SE the person signing has membership

2 Person authorised

Under either section 270 or 274 of the Companies Act 2006

AA02

Dormant company accounts (DCA)



Companies House

You can use the WebFiling service to file dormant company accounts online
Please go to www.companieshouse.gov.uk

- What this is for**
You may use the AA02 'Dormant company accounts' (DCA) for accounting periods beginning on or after 6th April 2008. Please read the guidance in Section 6 before completion.
- What this is NOT for**
You cannot use the AA02 if the accounting period begins before 6th April 2008.
- For further information, please refer to our guidance at www.companieshouse.gov.uk

1 Company details

Company number: 4060747

Company name in full: SO INDER WICK PD

→ Filing in the DCA
Please complete in typescript or in bold black capitals
All fields are mandatory unless specified or indicated by *

2 Date of balance sheet

Date of balance sheet: 31 08 2012

3 Accounts

	Current Year	Previous Year
Called up share capital not paid	£ NA	£ NA
Cash at bank and in hand	£ 3.00	£ 3.00
Net assets	£	£
Issued share capital	3 00	3 00
Number of shares	3	3
Class of shares	ORDINARY	
	of £ 1.00 each	
Shareholders' fund	£ 3.00	£ 3.00

Statements

For the below year ending the company was entitled to exemption from audit under section 480 of the Companies Act 2006 relating to dormant companies

For the year ending: 31 08 2012

Directors' statements

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476, and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime

Please tick the box if during the year the company acted as an agent for a person

AA02
Dormant company accounts (DCA)

4 Date of approval of accounts ①

Approval of accounts 03 09 2012

① Please insert the date the accounts were approved by the board of directors

5 Director's signature and name ②

Signature

Signature

X *Christine Chambers* X

② Please insert the director's signature and director's name

Director's name

CHRISTINE CHAMBERS

6 Guidance

This guidance is on preparing dormant company accounts for a company limited by shares where its only transaction is the issue of subscriber shares and the company is not a subsidiary for financial years beginning on or after 6th April 2008

- a The attached template for dormant company accounts is only suitable for those companies limited by shares 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 Dormant companies acting as an agent for any person must state that they have so acted in Section 3
- d A fee or penalty raised on the company for the payment of an annual return fee, change of name fee, reregistration fee, or late filing penalty may be omitted from the company records and this DCA—if the payment was made by a third party without any right of reimbursement
- e 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
- f 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

Please Note

The total of Net Assets should equal the total of Shareholders' Funds

- The DCA 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
- Do not use the DCA if your company is a charity or is limited by guarantee or has no shares
- Do not use the DCA if preparing accounts in accordance with International Accounting Standards (IAS)

AA02
Dormant company accounts (DCA)

 **Presenter information**

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

Contact name **CHRISTINE CHAMBERS**

Company name **SO INDERWICK RD**

Address **1ST FLOOR
SO INDERWICK RD**

Post town **LONDON**

County/Region

Postcode **N18 9LD**

Country

DX

Telephone **0208 341 2203**

Checklist

We may return dormant company accounts completed incorrectly or with information missing

Please make sure you have remembered the following

- The company name and number match the information held on the public Register
- You have entered the date of the balance sheet in Section 2
- You have completed Section 3 correctly
- You have entered the date of approval of the accounts in Section 4
- A Director has signed the DCA and printed their name
- You have read the guidance in Section 6

 **Important information**

Please note that all this information will appear on the public record

 **Where to send**

You may return the DCA to any Companies House address, however for expediency we advise you to return it to the appropriate address below

For companies registered in England and Wales
The Registrar of Companies, Companies House,
Crown Way, Cardiff, Wales, CF14 3UZ
DX 33050 Cardiff

For companies registered in Scotland
The Registrar of Companies, Companies House,
Fourth floor, Edinburgh Quay 2,
139 Fountainbridge, Edinburgh, Scotland, EH3 9FF
DX ED235 Edinburgh 1
or LP - 4 Edinburgh 2 (Legal Post)

For companies registered in Northern Ireland
The Registrar of Companies, Companies House,
Second Floor, The Linenhall, 32-38 Linenhall Street,
Belfast, Northern Ireland, BT2 8BG
DX 481 N R Belfast 1

 **Further information**

For further information, please see the guidance notes on the website at www.companieshouse.gov.uk or email enquiries@companieshouse.gov.uk

Dormant company accounts are available in an alternative format. Please visit the forms page on the website at www.companieshouse.gov.uk