

Please complete in typescript,  
or in bold black capitals

## Change of accounting reference date

CHFP016

**Company Number**

**Company Name in Full**

The accounting reference period ending

Day	Month	Year
3 0	0 6	2 0 0 2

is shortened/extended† so as to end on

Day	Month	Year
3 1	0 3	2 0 0 2

**NOTES**

You may use this form to change the accounting date relating to either the current or the immediately previous accounting period.

- a. You may not change a period for which the accounts are already overdue.
- b. You may not extend a period beyond 18 months unless the company is subject to an administration order.
- c. You may not extend periods more than once in five years unless:

Subsequent periods will end on the same day and month in future years.

If extending more than once in five years, please indicate in the box the number of the provision listed in note c. on which you are relying.

- 1. the company is subject to an administration order, or
- 2. you have the specific approval of the Secretary of State, (please enclose a copy), or
- 3. you are extending the company's accounting reference period to align with that of a parent or subsidiary undertaking established in the European Economic Area.
- 4. the form is being submitted by an oversea company.

**Signed**

*ARS*

**Date**

29 June 2001

† Please delete as appropriate.

† a director / secretary / administrator / administrative receiver / receiver and manager / receiver (Scotland) / person authorised on behalf of an oversea company.

Please give the name, address, telephone number and, if available, a DX number and Exchange of the person Companies House should contact if there is any query.

Fowler & Co,	
Orchard House, Park Lane,	
Reigate, Surrey, RH2 8JX.	Tel 01737 244682
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**  
 for companies registered in Scotland

**DX 235 Edinburgh**

