

ABBREVIATED UNAUDITED ACCOUNTS

FOR THE YEAR ENDED 31 MAY 2014

FOR

ACTION MAILING SERVICES LIMITED

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FOR THE YEAR ENDED 31 MAY 2014

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ACTION MAILING SERVICES LIMITED

COMPANY INFORMATION  
FOR THE YEAR ENDED 31 MAY 2014

**DIRECTORS:**

A Zirnhelt  
G Zirnhelt

**SECRETARY:**

A Zirnhelt

**REGISTERED OFFICE:**

9 Commerce Road  
Lynchwood  
Peterborough  
Cambridgeshire  
PE2 6LR

**REGISTERED NUMBER:**

05120037

**ACCOUNTANTS:**

GreenStones Limited  
9 Commerce Road  
Lynchwood  
Peterborough  
Cambridgeshire  
PE2 6LR

**ABBREVIATED BALANCE SHEET**  
**31 MAY 2014**

	Notes	2014 £	£	2013 £	£
<b>FIXED ASSETS</b>					
Tangible assets	2		145,756		149,709
<b>CURRENT ASSETS</b>					
Debtors		288,282		245,671	
Cash at bank and in hand		<u>205,698</u>		<u>126,290</u>	
		493,980		371,961	
<b>CREDITORS</b>					
Amounts falling due within one year		<u>236,896</u>		<u>199,647</u>	
<b>NET CURRENT ASSETS</b>			<u>257,084</u>		<u>172,314</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			402,840		322,023
<b>CREDITORS</b>					
Amounts falling due after more than one year			-		(51,780)
<b>PROVISIONS FOR LIABILITIES</b>			<u>(18,495)</u>		<u>(17,860)</u>
<b>NET ASSETS</b>			<u>384,345</u>		<u>252,383</u>
<b>CAPITAL AND RESERVES</b>					
Called up share capital	3		100		100
Profit and loss account			<u>384,245</u>		<u>252,283</u>
<b>SHAREHOLDERS' FUNDS</b>			<u>384,345</u>		<u>252,383</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 May 2014.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 May 2014 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- (a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The notes form part of these abbreviated accounts

ABBREVIATED BALANCE SHEET - continued  
31 MAY 2014

The abbreviated accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board of Directors on 11 November 2014 and were signed on its behalf by:

A Zirnhelt - Director

G Zirnhelt - Director

The notes form part of these abbreviated accounts

NOTES TO THE ABBREVIATED ACCOUNTS  
FOR THE YEAR ENDED 31 MAY 2014

**1. ACCOUNTING POLICIES**

**Accounting convention**

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

**Turnover**

Turnover represents net invoiced sales of goods, excluding value added tax.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life or, if held under a finance lease, over the lease term, whichever is the shorter.

Plant and machinery	- 20% on cost
Office equipment	- 33% on cost

**Hire purchase and leasing commitments**

Assets obtained under hire purchase contracts or finance leases are capitalised in the balance sheet. Those held under hire purchase contracts are depreciated over their estimated useful lives. Those held under finance leases are depreciated over their estimated useful lives or the lease term, whichever is the shorter.

The interest element of these obligations is charged to the profit and loss account over the relevant period. The capital element of the future payments is treated as a liability.

Rentals paid under operating leases are charged to the profit and loss account on a straight line basis over the period of the lease.

**Pension costs and other post-retirement benefits**

The company operates a defined contribution pension scheme. Contributions payable to the company's pension scheme are charged to the profit and loss account in the period to which they relate.

**2. TANGIBLE FIXED ASSETS**

	Total £
<b>COST</b>	
At 1 June 2013	442,914
Additions	<u>39,798</u>
At 31 May 2014	<u>482,712</u>
<b>DEPRECIATION</b>	
At 1 June 2013	293,205
Charge for year	<u>43,751</u>
At 31 May 2014	<u>336,956</u>
<b>NET BOOK VALUE</b>	
At 31 May 2014	<u>145,756</u>
At 31 May 2013	<u>149,709</u>

NOTES TO THE ABBREVIATED ACCOUNTS - continued  
FOR THE YEAR ENDED 31 MAY 2014

3. **CALLED UP SHARE CAPITAL**

Allotted, issued and fully paid:

Number:	Class:	Nominal value:	2014 £	2013 £
100	Ordinary	£1	<u>100</u>	<u>100</u>

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.