

**ADVANCED OFFICE SOLUTIONS UK LIMITED**  
**UNAUDITED ABBREVIATED ACCOUNTS**  
**31 JANUARY 2012**



**FINANCIAL REPORTING SERVICES LIMITED**

Chartered Certified Accountants  
21 Market Square  
Bicester  
Oxon  
OX26 6AD

# **ADVANCED OFFICE SOLUTIONS UK LIMITED**

## **ABBREVIATED ACCOUNTS**

**YEAR ENDED 31 JANUARY 2012**

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# ADVANCED OFFICE SOLUTIONS UK LIMITED

## REPORT TO THE DIRECTORS ON THE PREPARATION OF THE UNAUDITED STATUTORY FINANCIAL STATEMENTS OF ADVANCED OFFICE SOLUTIONS UK LIMITED

YEAR ENDED 31 JANUARY 2012

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the abbreviated accounts of Advanced Office Solutions UK Limited for the year ended 31 January 2012 as set out on pages 2 to 6 from the company's accounting records and from information and explanations you have given us

As a practising member firm of The Association of Chartered Certified Accountants, we are subject to its ethical and other professional requirements which are detailed at [http://rulebook accaglobal com](http://rulebook.accaglobal.com)

Our work has been undertaken in accordance with the requirements of Association of Chartered Certified Accountants as detailed at [www accaglobal com/factsheet163](http://www.accaglobal.com/factsheet163)

*Financial Reporting Services Limited*

FINANCIAL REPORTING SERVICES  
LIMITED  
Chartered Certified Accountants

21 Market Square  
Bicester  
Oxon  
OX26 6AD

*2nd April 2012*

# ADVANCED OFFICE SOLUTIONS UK LIMITED

## ABBREVIATED BALANCE SHEET

31 JANUARY 2012

	Note	2012 £	2011 £
<b>FIXED ASSETS</b>	<b>2</b>		
Tangible assets		421	842
<b>CURRENT ASSETS</b>			
Debtors		-	1,541
Cash at bank and in hand		40	1,499
		40	3,040
<b>CREDITORS: Amounts falling due within one year</b>		<b>517</b>	<b>3,562</b>
<b>NET CURRENT LIABILITIES</b>		<b>(477)</b>	<b>(522)</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>(56)</b>	<b>320</b>
<b>PROVISIONS FOR LIABILITIES</b>		<b>89</b>	<b>177</b>
		<b>(145)</b>	<b>143</b>
<b>CAPITAL AND RESERVES</b>			
Called-up equity share capital	<b>4</b>	<b>1</b>	<b>1</b>
Profit and loss account		<b>(146)</b>	<b>142</b>
<b>(DEFICIT)/SHAREHOLDERS' FUNDS</b>		<b>(145)</b>	<b>143</b>

The directors are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act

The directors acknowledge their responsibilities for

- (i) ensuring that the company keeps adequate accounting records which comply with section 386 of the Act, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company

These abbreviated accounts have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006

The Balance sheet continues on the following page.

The notes on pages 4 to 6 form part of these abbreviated accounts

**ADVANCED OFFICE SOLUTIONS UK LIMITED**

**ABBREVIATED BALANCE SHEET** *(continued)*

**31 JANUARY 2012**

These abbreviated accounts were approved by the directors and authorised for issue on  
and are signed on their behalf by

18/3/12

*BC Broadhurst*

MR B C BROADHURST

Director

Company Registration Number 06060887

The notes on pages 4 to 6 form part of these abbreviated accounts

# **ADVANCED OFFICE SOLUTIONS UK LIMITED**

## **NOTES TO THE ABBREVIATED ACCOUNTS**

**YEAR ENDED 31 JANUARY 2012**

### **1. ACCOUNTING POLICIES**

#### **Basis of accounting**

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**

The turnover shown in the profit and loss account represents amounts invoiced during the year, exclusive of Value Added Tax

#### **Fixed assets**

All fixed assets are initially recorded at cost

#### **Depreciation**

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows

Fixtures & Fittings	- 3 years straight line
Equipment	- 3 years straight line

#### **Operating lease agreements**

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease

#### **Deferred taxation**

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date where transactions or events have occurred at that date that will result in an obligation to pay more, or a right to pay less or to receive more tax, with the following exceptions

Provision is made for tax on gains arising from the revaluation (and similar fair value adjustments) of fixed assets, and gains on disposal of fixed assets that have been rolled over into replacement assets, only to the extent that, at the balance sheet date, there is a binding agreement to dispose of the assets concerned. However, no provision is made where, on the basis of all available evidence at the balance sheet date, it is more likely than not that the taxable gain will be rolled over into replacement assets and charged to tax only where the replacement assets are sold

Deferred tax assets are recognised only to the extent that the directors consider that it is more likely than not that there will be suitable taxable profits from which the future reversal of the underlying timing differences can be deducted

Deferred tax is measured on an undiscounted basis at the tax rates that are expected to apply in the periods in which timing differences reverse, based on tax rates and laws enacted or substantively enacted at the balance sheet date

# ADVANCED OFFICE SOLUTIONS UK LIMITED

## NOTES TO THE ABBREVIATED ACCOUNTS

YEAR ENDED 31 JANUARY 2012

### 1. ACCOUNTING POLICIES *(continued)*

#### Financial instruments

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the entity after deducting all of its financial liabilities.

Where the contractual obligations of financial instruments (including share capital) are equivalent to a similar debt instrument, those financial instruments are classed as financial liabilities. Financial liabilities are presented as such in the balance sheet. Finance costs and gains or losses relating to financial liabilities are included in the profit and loss account. Finance costs are calculated so as to produce a constant rate of return on the outstanding liability.

Where the contractual terms of share capital do not have any terms meeting the definition of a financial liability then this is classed as an equity instrument. Dividends and distributions relating to equity instruments are debited direct to equity.

### 2. FIXED ASSETS

	<b>Tangible Assets £</b>
<b>COST</b>	
At 1 February 2011 and 31 January 2012	<u>1,263</u>
<b>DEPRECIATION</b>	
At 1 February 2011	421
Charge for year	421
At 31 January 2012	<u>842</u>
<b>NET BOOK VALUE</b>	
At 31 January 2012	<u>421</u>
At 31 January 2011	<u>842</u>

### 3. RELATED PARTY TRANSACTIONS

The company was under the control of Mr B C Broadhurst throughout the current and previous year. Mr B C Broadhurst is the managing director and majority shareholder.

No transactions with related parties were undertaken such as are required to be disclosed under the FRSSE.

# ADVANCED OFFICE SOLUTIONS UK LIMITED

## NOTES TO THE ABBREVIATED ACCOUNTS

YEAR ENDED 31 JANUARY 2012

### 4. SHARE CAPITAL

#### Authorised share capital:

	2012	2011
	£	£
1,000 Ordinary shares of £1 each	<u>1,000</u>	<u>1,000</u>

#### Allotted, called up and fully paid:

	2012		2011	
	No	£	No	£
1 Ordinary shares of £1 each	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>