

# Guidebook Limited

Annual Report and Unaudited Financial Statements

for the Year Ended 31 December 2016

Merryhill Accountancy Services Limited  
Suite 3, Wayside House  
Braunston Business Park  
London Road  
Braunston  
Northamptonshire  
NN11 7HB

# Guidebook Limited

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**Guidebook Limited**  
**Company Information**

**Director**

Mr Jeffrey Lewis

**Registered office**

Suite 3, Wayside House  
Braunston Business Park  
London Road  
Braunston  
Northamptonshire  
NN11 7HB

**Accountants**

Merryhill Accountancy Services Limited  
Suite 3, Wayside House  
Braunston Business Park  
London Road  
Braunston  
Northamptonshire  
NN11 7HB

**Chartered Accountants' Report to the Director on the Preparation of the Unaudited Statutory  
Accounts of  
Guidebook Limited  
for the Year Ended 31 December 2016**

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of Guidebook Limited for the year ended 31 December 2016 as set out on pages 3 to 8 from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at <http://www.icaew.com/en/members/regulations-standards-and-guidance/>.

This report is made solely to the Board of Directors of Guidebook Limited, as a body, in accordance with the terms of our engagement letter. Our work has been undertaken solely to prepare for your approval the accounts of Guidebook Limited and state those matters that we have agreed to state to the Board of Directors of Guidebook Limited, as a body, in this report in accordance with ICAEW Technical Release 07/16 AAF. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Guidebook Limited and its Board of Directors as a body for our work or for this report.

It is your duty to ensure that Guidebook Limited has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit of Guidebook Limited. You consider that Guidebook Limited is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the accounts of Guidebook Limited. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts.

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Merryhill Accountancy Services Limited  
Suite 3, Wayside House  
Braunston Business Park  
London Road  
Braunston  
Northamptonshire  
NN11 7HB

5 September 2017

**Guidebook Limited**  
**(Registration number: 09093738)**  
**Balance Sheet as at 31 December 2016**

	<b>Note</b>	<b>2016 £</b>	<b>2015 £</b>
<b>Fixed assets</b>			
Tangible assets	<u>4</u>	13,199	17,781
<b>Current assets</b>			
Debtors	<u>5</u>	147,084	30,965
Cash at bank and in hand		24,948	74,681
		<hr/>	<hr/>
		172,032	105,646
<b>Creditors:</b> Amounts falling due within one year	<u>6</u>	(98,300)	(88,180)
		<hr/>	<hr/>
<b>Net current assets</b>		73,732	17,466
		<hr/>	<hr/>
<b>Total assets less current liabilities</b>		86,931	35,247
<b>Provisions for liabilities</b>		(2,640)	(3,556)
		<hr/>	<hr/>
<b>Net assets</b>		84,291	31,691
		<hr/>	<hr/>
<b>Capital and reserves</b>			
Called up share capital		1,000	1,000
Other reserves		17,043	-
Profit and loss account		66,248	30,691
		<hr/>	<hr/>
<b>Total equity</b>		84,291	31,691
		<hr/>	<hr/>

For the financial year ending 31 December 2016 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Director's responsibilities:

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 director acknowledges his responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

These financial statements have been delivered in accordance with the provisions applicable to companies subject to the small companies regime and the option not to file the Profit and Loss Account has been taken.

The notes on pages 5 to 8 form an integral part of these financial statements.

**Guidebook Limited**  
**(Registration number: 09093738)**  
**Balance Sheet as at 31 December 2016**

Approved and authorised by the director on 5 September 2017

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Mr Jeffrey Lewis  
Director

The notes on pages 5 to 8 form an integral part of these financial statements.

**Guidebook Limited**  
**Notes to the Financial Statements for the Year Ended 31 December 2016**

**1 General information**

The company is a private company limited by share capital incorporated in England. The company's registered number is 09093738.

The	address	of	its	registered	office	is:
Suite	3,			Wayside		House
Braunston			Business			Park
London						Road
Braunston						
Northamptonshire						
NN11 7HB						

**2 Accounting policies**

**Summary of significant accounting policies and key accounting estimates**

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

**Statement of compliance**

These financial statements have been prepared in accordance with Financial Reporting Standard 102 Section 1A - 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006.

**Basis of preparation**

These financial statements have been prepared using the historical cost convention except that as disclosed in the accounting policies certain items are shown at fair value.

**Tangible assets**

Tangible assets are stated in the statement of financial position at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

The cost of tangible assets includes directly attributable incremental costs incurred in their acquisition and installation.

**Depreciation**

Depreciation is charged so as to write off the cost of assets, other than land and properties under construction over their estimated useful lives, as follows:

Asset class	Depreciation method and rate
Furniture and Fittings	20% Straight Line on cost
Office Equipment	33.3% Straight Line on cost

**Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.



**Guidebook Limited**  
**Notes to the Financial Statements for the Year Ended 31 December 2016**

**Trade debtors**

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of the receivables.

**Trade creditors**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the company does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

**Leases**

Leases in which substantially all the risks and rewards of ownership are retained by the lessor are classified as operating leases. Payments made under operating leases are charged to profit or loss on a straight-line basis over the period of the lease.

**Share capital**

Ordinary shares are classified as equity. Equity instruments are measured at the fair value of the cash or other resources received or receivable, net of the direct costs of issuing the equity instruments. If payment is deferred and the time value of money is material, the initial measurement is on a present value basis.

**3 Staff numbers**

The average number of persons employed by the company (including the director) during the year, was 10 (2015 - 7).

**Guidebook Limited**  
**Notes to the Financial Statements for the Year Ended 31 December 2016**

**4 Tangible assets**

	Furniture, fittings and equipment £	Total £
<b>Cost or valuation</b>		
At 1 January 2016	21,751	21,751
Additions	2,132	2,132
	<hr/>	<hr/>
At 31 December 2016	23,883	23,883
	<hr/>	<hr/>
<b>Depreciation</b>		
At 1 January 2016	3,970	3,970
Charge for the year	6,714	6,714
	<hr/>	<hr/>
At 31 December 2016	10,684	10,684
	<hr/>	<hr/>
<b>Carrying amount</b>		
At 31 December 2016	13,199	13,199
	<hr/>	<hr/>
At 31 December 2015	17,781	17,781
	<hr/>	<hr/>

**5 Debtors**

	Note	2016 £	2015 £
Trade debtors		1,553	-
Amounts owed by group undertakings and undertakings in which the company has a participating interest		115,928	-

Other debtors	29,603	30,965
	<hr/>	<hr/>
Total current trade and other debtors	147,084	30,965
	<hr/> <hr/>	<hr/> <hr/>

## 6 Creditors

	Note	2016 £	2015 £
<b>Due within one year</b>			
Trade creditors		14,762	11,280
Taxation and social security		10,453	9,762
Other creditors		73,085	67,138
		<hr/>	<hr/>
		98,300	88,180
		<hr/> <hr/>	<hr/> <hr/>

**Guidebook Limited**  
**Notes to the Financial Statements for the Year Ended 31 December 2016**

**7 Parent and ultimate parent undertaking**

The company's immediate parent is Guidebook, Inc, incorporated in USA.

**8 Transition to FRS 102**

The policies applied under the entity's previous accounting framework are not materially different to FRS 102 1A and have not impacted on equity or profit and loss, with the exception that the company has recognised a share based payment charge up to 31 December 2016 of £17,043 (2015:nil).

**9 Operating Lease Commitments**

	31.12.2016	31.12.2015
	£	£
Expiring within one year	19,950	19,500

**10 Share-Based Payment Transactions**

Guidebook Inc, the Company's Parent Company, operates a share option scheme of which UK employees are included. The options are granted with a fixed exercise price, and become exercisable over four years after the date of grant and expire ten years after the date of grant. Grants are made at the discretion of the Board of Directors of Guidebook Inc. Employees had been granted 100,809 EMI options at various dates up to 31 December 2016.