

**A WOMAN'S PLACE PROJECT CIC  
(A Community Interest Company  
Limited by Guarantee without Share Capital)**

**REPORT OF THE DIRECTORS  
AND  
UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED**

**31st MARCH 2018**

FRIDAY



A21      \*A7LR7RM9\*      #75  
28/12/2018  
COMPANIES HOUSE

# **A WOMAN'S PLACE PROJECT CIC**

## **CONTENTS OF THE FINANCIAL STATEMENTS YEAR ENDED 31ST MARCH 2018**

---

	<b>Page</b>
<b>Company Information</b>	<b>3</b>
<b>Report of the Directors</b>	<b>4</b>
<b>Income Statement</b>	<b>7</b>
<b>Statement of Financial Position</b>	<b>8</b>
<b>Notes to the Financial Statements</b>	<b>9</b>
<b>Report of the Accountants</b>	<b>11</b>
<b>Detailed Income and Expenditure Account</b> (not part of the financial statements)	<b>12</b>

## **A WOMAN'S PLACE PROJECT CIC**

### **COMPANY INFORMATION YEAR ENDED 31ST MARCH 2018**

---

**DIRECTORS:**

Lucy Day  
Eliza Gluckman  
Rachael Walls Browning (appointed 5 September, 2018)

**REGISTERED OFFICE:**

49 Station Road  
Polegate  
BN26 6EA

**REGISTERED NUMBER:**

10236518 (England and Wales)

**ACCOUNTANTS:**

Arts Accounting  
5 Holmcote Gardens  
Highbury  
London  
N5 2EP

# A WOMAN'S PLACE PROJECT CIC

## DIRECTORS' REPORT YEAR ENDED 31ST MARCH 2018

---

The directors of A Woman's Place Project CIC (AWPP) present their first annual report and financial statements of the company for the year ended 31st March 2018.

### PRINCIPLE ACTIVITY

The objective of AWPP is to support an intergenerational community through the development of projects that widen the understanding of feminism, gender equality and diversity through arts, education, environment and heritage-based activity

The primary aims identified by the company in order to achieve its objective are as follows:

- Contemporary arts programme working with heritage, arts and environmental sectors to provide cultural and educational opportunities throughout the UK.  
*Creating a cultural context underpinned by educational outreach programmes to examine and widen the understanding of social equality and diversity with a focus on the history and contemporary discussions concerning female equality.*
- Supporting women artists  
*AWPP will support women artists through promotion, commissioning and selling of their artworks.*
- Widening participation in the arts  
*High quality arts projects will support individual artists, engage existing arts audiences in new works and opportunities, attract new audiences unfamiliar with the arts, deepen the understanding of how culture and the arts enriches our lives.*
- Education  
*Provide complementary activity to engage an intergenerational audience in discussions around equality*
- Heritage and the environment  
*Engage communities in a deeper understanding of our shared histories with a view to creating a sustainable, equal society.*
- Research and advocacy  
*Supporting partnerships and undertaking research for the advocacy of women artists*

### INCORPORATION & FINANCE

AWPP aims to keep bureaucracy and overheads light, is non building-based and partnership-focused. The emphasis is on support and commissioning for artists, events and facilitation to extend knowledge of equality for our collaborative partners and audiences.

AWPP is registered as a Community Interest Company (no. 10236518) established 16th June 2016; it has a bank account with the Co-operative Bank. Activity for AWPP began with the first installment of a grant awarded by Arts Council England (with National Lottery funding) in December 2016.

### TEAM

The initial team consists of Lucy Day and Eliza Gluckman, directors of the CIC. The funding from Arts Council England at this stage allowed fees for the two curators (Day+Gluckman) and for a project manager. Lucy Day is fulfilling the role of project manager. Eliza Gluckman is overseeing accounts and finance with support from Nelson Manthorpe (Arts Accounting) between April 2017 and April 2018. Eliza Gluckman accepted the full time post of Deputy Director at Government Art Collection in January 2018 (started in post April 2018) and handed responsibility of Finance to Lucy Day from February 2018.

From February 2018 Eliza Gluckman took on a Non – Executive role in the organization. Lucy Day remains as Executive Director with Accountancy support from Nelson Manthorpe

Following an application and interview process Marketing and Communications Co-ordinator Natalie Duff was appointed on a part time freelance basis from July 2017 and Jamila Prowse was appointed as A Woman's Place Project BAME Intern from February 2018 for 10 days across the duration of the South East & Kent ACE funded project.

# **A WOMAN'S PLACE PROJECT CIC**

## **DIRECTORS' REPORT YEAR ENDED 31ST MARCH 2018**

---

### **OVERVIEW OF 2017-18**

Arts Council England funded.

A Woman's Place CIC continued to run 'A Woman's Place Project', a 2-year project with a South East Audience Development Programme (primarily in 2017) and new Commissions by artists at Knole House (for 2018) with funding from Arts Council England, National Trust, Trust New Art and other regional partners listed in the commentary below.

Unpicking the Narrative. difficult women, difficult work

Turner Contemporary, 27/04/17 – host partner

Part of a day symposium for the 'Entangled' exhibition. Day+Gluckman in conversation with artist Freddie Robins.

Overlap Relationships, reputation and legacy of women artists

Jerwood Gallery, Hastings 3/06/17 – host partner

A panel discussion with artist Jessica Voorsanger, Tate Curator Carol Jacobi and Day+Gluckman

Rachael House's Feminist Disco, University Of Sussex, Brighton (host and financial partner) 10/11/17. In the run up to this event we agreed the following statement

A Woman's Place is a trans embracing, intersectional organisation and we welcome people of all genders to engage in our projects, and included it on our website. This remains our position

In Conversation With Erika Tan And Dr.Lara Perry At The Royal Pavilion Brighton ( host and financial partner) 16/11/17

Looking Further, Looking Harder Study Day with a focus on collecting women of colour, New Hall Art Collection, Murray Edwards College Cambridge (host and financial partner) 23/11/17.

April 2017 – March 2018 saw us continuing the site visits and conversations with the commissioned artists for National Trust's Knole in Kent and meetings in London. Lubaina Himid, CJ Mahony, Emily Speed, Melanie Wilson and Alice May Williams visited Knole to begin to think about their commissioned artworks for 2018. All six artists begun the research, development and production phases of their individual commissions during this reporting period. Additional financial support of £ 10k was secured from National Trust/Trust New Art to support the commissions with a specific focus on works by Lubaina Himid. The launch of the commissions at Knole was announced as 16 May 2018.

Forthcoming events for 2018 include:

Arts Council England funded

3 workshops: One Day, produced by Quiet Down There with artist Alinah Azadeh, Gravesend, Kent (April 2018)

Six new commissions launching at National Trust Knole, Sevenoaks, Kent 16 May – 4 November 2018.

Women's Vote Centenary Grant Scheme funded:

Makers Of Change, at The Depot, Lewes (21 April 2018)

Additional activity included:

Lucy Day speaking at the London Transport Museum January 2018 and again for the Women of the Future Late Debate 08/02/18

Supported 12 women artists through mentoring and guidance.

Contributed essay Finding Ourselves Feminists to Companion to Feminist Art, ed Hilary Robinson and Maria Buszek, due for publication 2019

### **WEBSITE AND SOCIAL MEDIA**

The awomansplace.org.uk website was developed and soft launched in August 2017. An integrated social media presence was created: Instagram womansplaceuk ; Twitter & Facebook @AWomansPlaceUK

### **DIVIDENDS**

AWPP operates as a company limited by guarantee and as such it does not have shareholders and does not generate 'profits' for distribution by way of dividend

All surplus income remaining in the company is held in reserve to be used on delivering its primary objectives in future periods

### **DIRECTORS**

Lucy Day and Eliza Gluckman both held office during the whole of the period and remain in office at the date of this report

## **A WOMAN'S PLACE PROJECT CIC**

### **DIRECTORS' REPORT YEAR ENDED 31ST MARCH 2018**

---

#### **STATEMENT OF DIRECTORS' RESPONSIBILITIES**

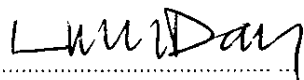
The directors are responsible for preparing the Report of the Directors and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

ON BEHALF OF THE BOARD



Lucy Day - Director  
24 December, 2018

## A WOMAN'S PLACE PROJECT CIC

### INCOME STATEMENT YEAR ENDED 31ST MARCH 2018

	Notes	2018 £	2017 £
<b>Income</b>			
Grants and donations	3	90,443	41,973
Other income		225	-
Total income		<u>90,668</u>	<u>41,973</u>
<b>Expenditure</b>			
Project work	4	79,513	3,703
Support services	5	2,000	-
Total expenditure		<u>81,513</u>	<u>3,703</u>
<b>Net income</b>		9,155	38,270
<b>Reconciliation of funds:</b>			
Total funds brought forward		<u>38,270</u>	-
Total funds carried forward		<u><u>47,425</u></u>	<u><u>38,270</u></u>

The income statement includes all gains and losses recognised during the year.

All income and expenditure derive from continuing activities.

## A WOMAN'S PLACE PROJECT CIC

### STATEMENT OF FINANCIAL POSITION AS AT 31ST MARCH 2018

	Notes	2018 £	2017 £
<b>CURRENT ASSETS</b>			
Petty cash		36	-
Cash at bank	6	31,818	-
Sundry Debtors	7	-	38,270
Debtors		18,495	-
		<u>50,349</u>	<u>38,270</u>
<b>CREDITORS</b>			
Trade creditors		906	-
Sundry liabilities falling due within one year		2,018	-
		<u>2,924</u>	<u>-</u>
<b>NET ASSETS</b>		<u>47,425</u>	<u>38,270</u>
<b>RESERVES</b>			
Income and expenditure account		<u>47,425</u>	<u>38,270</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2018

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2018 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
- (b) 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 surplus or deficit 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.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with the provisions of FRS 102 Section 1A – small entities.

The financial statements were approved by the Board of Directors on 24 December, 2018 and were signed on its behalf by:



Lucy Day - Director

The notes on pages 9 and 10 form part of these financial statements

Company registration number: 10236518



# A WOMAN'S PLACE PROJECT CIC

## NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31ST MARCH 2018

---

### 1. ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

#### **General information and basis of preparing the financial statements**

A Woman's Place Project CIC is a company limited by guarantee incorporated in the United Kingdom. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company. The registered office is:

49 Station Road  
Polegate  
East Sussex  
BN26 6EA

The accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with the provisions of FRS 102 Section 1A – small entities

The financial statements are prepared on a going concern basis under the historic cost convention. The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below.

#### **Income recognition**

Incoming grants and donations are recognised in the accounts when the company becomes unconditionally entitled to the resource.

Contractual income and performance related grants are included in the accounts once the related goods or services have been delivered by the company.

Donated services and facilities are only included in income (with an equivalent amount in expenditure) where the benefit to the company is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the company of the service or facility received.

Gifts in kind are accounted for at a reasonable estimate of their value to the company or the amount actually realised.

#### **Volunteers**

The value of volunteer help received is not included in the accounts but is described in the directors' report.

#### **Tangible fixed assets**

Assets are capitalised if they can be used for more than one year and cost at least £500.

#### **Current liabilities**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the company to pay resources.

### 2. DIRECTORS' EMOLUMENTS

	2018 £	2017 £
Directors' remuneration and other benefits	13,110	3,200
Payments were made to the directors for curatorial fees and project co-ordination		

# A WOMAN'S PLACE PROJECT CIC

## NOTES TO THE FINANCIAL STATEMENTS - continued YEAR ENDED 31ST MARCH 2018

3.	<b>GRANTS AND DONATIONS</b>	<b>2018</b>	<b>2017</b>
		<b>£</b>	<b>£</b>
	Arts Council England	41,973	41,973
	National Trust	46,000	-
	University of Brighton	500	-
	Ecorys: Womens vote centenary grant	1,970	-
		<u>90,443</u>	<u>41,973</u>
4.	<b>PROJECT WORK</b>		
	Project work expenditure represents costs that are directly attributable to a funded activity		
5	<b>SUPPORT SERVICES</b>		
	Support services expenditure are overhead costs that are not directly attributable to a funded activity, recovered by overhead reallocations charged to funded projects.		
6.	<b>CASH AT BANK</b>		
	Bank accounts are held with the Co-operative Bank plc		
7.	<b>SUNDRY DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	<b>2018</b>	<b>2017</b>
		<b>£</b>	<b>£</b>
	Day+Gluckman	-	38,270
		<u>-</u>	<u>38,270</u>
8.	<b>TAXATION</b>		
	No liability to UK corporation tax arose on ordinary activities for the period ended 31st March 2018 (2017 - £nil).		
9	<b>RESERVES</b>		
	The reserve carried forward of £47,425 (2017 - £38,270) represents income received that has not been expended during the period. The reserves are represented by restricted funds received as grant income from Arts Council England and National Trust		
	Restricted funds are subject to restrictions on their expenditure imposed by the donor.		
	The fund is to be utilised in the delivery of the company's primary objective in the forthcoming year.		
10	<b>OTHER FINANCIAL COMMITMENTS</b>		
	As at the year end no contractual liability remained outstanding that was not reflected in the accounts (2017 - £nil).		
11	<b>LIMITED BY GUARANTEE</b>		
	The company is registered with Companies House as being limited by guarantee		
	In the event of the company being both wound up and insolvent, the members would each be liable for a sum not exceeding £1.		
	The members of the company are the three directors as detailed in the directors' report		

## **A WOMAN'S PLACE PROJECT CIC**

### **REPORT OF THE ACCOUNTANTS TO THE DIRECTORS**

---

As described on the balance sheet you are responsible for the preparation of the financial statements for the year ended 31st March 2018 set out on pages 7 to 10 and you consider that the company is exempt from an audit

In accordance with your instructions, we have compiled these unaudited financial statements in order to assist you to fulfil your statutory responsibilities, from the accounting records and information and explanations supplied to us.

Arts Accounting  
5 Holmcote Gardens  
Highbury  
London  
N5 2EP

Date: 24 December, 2018

## A WOMAN'S PLACE PROJECT CIC

### DETAILED INCOME AND EXPENDITURE ACCOUNT YEAR ENDED 31ST MARCH 2018

	2017 £	2017 £
<b>Income</b>		
Grants	90,443	41,973
Other Income	225	-
Total income	<u>90,668</u>	<u>41,973</u>
 <b>Expenditure</b>		
Curating	5,525	2,600
Education	3,900	-
Project management	7,950	600
Speakers & artists	59,939	396
Marketing	1,862	-
Advertising & promotional	45	-
Travel & subsistence	188	-
General administration	104	107
Legal & professional	2,000	-
	<u>81,513</u>	<u>3,703</u>
 <b>Surplus</b>	<u>9,155</u>	<u>38,720</u>

000064/15.

# CIC 34

## Community Interest Company Report

**For official use**  
(Please leave blank)

--

*Please  
complete in  
typescript, or  
in bold black  
capitals.*

**Company Name in  
full**

A WOMAN'S PLACE PROJECT CIC

**Company Number**

10236518

**Year Ending**

March 2018

1/3/18

## **PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT**

In the space provided below, please insert a general account of the company's activities in the financial year to which the report relates, including a description of how they have benefited the community.

A Woman's Place Project CIC supports an intergenerational community through the development of projects that widen the understanding of feminism, gender equality and diversity through arts, education, environment and heritage-based activity.

### **Delivered Activities April 2017 – March 2018**

A Woman's Place CIC continued to run 'A Woman's Place Project', a 2-year project with a South East Audience Development Programme (primarily in 2017) and new Commissions by artists at Knole House (for 2018) with funding from Arts Council England, National Trust, Trust New Art and other regional partners listed in the commentary below.

*Unpicking the Narrative: difficult women, difficult work* Turner Contemporary, 27/04/17 – host partner. Part of a day symposium for the 'Entangled' exhibition. A Woman's Place Directors discussed issues relating to the curation of textiles and the role gender and feminism plays in the artists work. Held in collaboration with the International Textile Research Centre University for the Creative Arts and open to students and members of the public.

*Overlap: Relationships, reputation and legacy of women artists* Jerwood Gallery, Hastings 3/06/17 – host partner. A panel discussion with artist Jessica Voorsanger, Tate Curator Carol Jacobi and Day+Gluckman. Open to members of the public.

*Rachael House's Feminist Disco*, University Of Sussex, Brighton (host and financial partner) 10/11/17. Targeted predominantly at students as well as the general public. In the run up to this event and following discussions with stakeholders we agreed the following statement: *A Woman's Place is a trans embracing, intersectional organisation and we welcome people of all genders to engage in our projects*, and included it on our website. This remains our position.

*In Conversation With Erika Tan And Dr. Lara Perry* At Royal Pavilion Brighton 16/11/17 Presentation and discussion held in partnership with University of Sussex and Royal Pavilion, open to the public.

*Looking Further, Looking Harder* Study Day with a focus on collecting women of colour, New Hall Art Collection, Murray Edwards College Cambridge (host and financial partner) 23/11/17.

April 2017 – March 2018 saw us continuing the site visits and conversations with the commissioned artists for National Trust's Knole in Kent and meetings in London. Lubaina Himid, CJ Mahony, Emily Speed, Melanie Wilson and Alice May Williams visited Knole to begin to think about their commissioned artworks for 2018. All six artists begun the research, development and production phases of their individual commissions during this reporting period. Additional financial support of £10k was secured from National Trust/Trust New Art to support the commissions with a specific focus on works by 2017 Turner Prize winning artist Lubaina Himid. The launch of the commissions at Knole was announced as 16 May 2018.

In this period we also commissioned 3 workshops: *One Day*, produced by Quiet Down There with artist Alinah Azadeh, Gravesend, Kent (April 2018). with the intention of supporting women – and those identifying as women – to explore and build emotional strength and resilience, creativity and self-care.

### **WEBSITE AND SOCIAL MEDIA**

The awomansplace.org.uk website was developed and soft launched in August 2017. An integrated social media presence was created: Instagram womansplaceuk ; Twitter & Facebook

@AWomansPlaceUK

(If applicable, please just state "A social audit report covering these points is attached").

**PART 2 – CONSULTATION WITH STAKEHOLDERS** – Please indicate who the company's stakeholders are; how the stakeholders have been consulted and what action, if any, has the company taken in response to feedback from its consultations? If there has been no consultation, this should be made clear.

The CIC is run by Lucy Day and Eliza Gluckman

Directors have held two minuted meetings (18.07.17 – at Knole House, Sevenoaks 17.08.17 - at Somerset House, London) since April 2017 and also hold regular meetings by phone to monitor activities.

The team during this reporting period consisted of Lucy Day and Eliza Gluckman, Directors of the CIC. The funding from Arts Council at this stage allowed fees for the two Curators (Day+Gluckman) and for a Project Manager. Lucy Day is fulfilling the role of Project Manager. Eliza Gluckman oversaw the accounts and finance with support from Nelson Manthorpe (Arts Accounting) between April 2017 and April 2018. Eliza Gluckman accepted the full time post of Deputy Director at Government Art Collection in January 2018 (started in post April 2018) and handed responsibility of Finance to Lucy Day from February 2018. From February 2018 Eliza Gluckman took on a Non – Executive role in the organization. Lucy Day remains as Executive Director with Accountancy support from Nelson Manthorpe. Rachael Browning (Acting Head of Programmes at the Art Fund) joined us as a non-executive Director on 05.09.18.

Following an application and interview process Marketing and Communications Co-ordinator Natalie Duff was appointed on a part time freelance basis from July 2017 and Jamila Prowse was appointed as A Woman's Place Project BAME Intern from February 2018 for 10 days across the duration of the South East & Knole ACE funded project.

Consultation with our Stakeholders and audiences: Hannah Rose was contracted to evaluate Stage 1 of the project reporting to Arts Council England. This included a survey and interviews with the commissioned artists and audience members.

Project partners to the organization ( 2016 – 2019) include Arts Council England and National Trust and we consult them regularly. Where direct activities are taking place, feedback from audiences and stakeholders is asked for via print forms and social media.

We commissioned artist Alinah Azadeh to develop craftivism (crafting in the service of social, political or environmental change) workshops in this period. Inspired by the pioneering, creative campaigns of the Suffragettes, as well as making connections to current campaigns by women globally, each person created small-scale pieces of craftivism to take away. The discussions held at the those workshops help shape how we listen to and engage with our stakeholders.

A Woman's Place Project CIC is regularly invited to speak at events where we advocate for equality with a specific focus on representation of women artists.

Audiences to our events are regularly contacted through social media and mailing lists to gather feedback. All events are shaped with partners to ensure we reach their audiences and seek new ones, and that our key aims to promote, support and advocate for women artists is met. One resulting action from discussions held with stakeholders was to publicise our position as a trans embracing, intersectional organisation, welcoming people of all genders to engage in our projects.

*(If applicable, please just state "A social audit report covering these points is attached").*

**PART 3 – DIRECTORS’ REMUNERATION** – if you have provided full details in your accounts you need not reproduce it here. Please clearly identify the information within the accounts and confirm that, “There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director’s loss of office, which require to be disclosed” (See example with full notes). If no remuneration was received you must state that “no remuneration was received” below.

Full details are included in the financial statements. There were no other transactions or arrangements in connection with the remuneration of directors, or compensation for director's loss of office, which require to be disclosed.

**PART 4 – TRANSFERS OF ASSETS OTHER THAN FOR FULL CONSIDERATION** – Please insert full details of any transfers of assets other than for full consideration e.g. Donations to outside bodies. If this does not apply you must state that “no transfer of assets other than for full consideration has been made” below.

No transfer of assets other than for full consideration has been made by A Woman’s Place Project CIC in the period ending 31 March 2018.

*(Please continue on separate continuation sheet if necessary.)*



## PART 5 – SIGNATORY

**The original report must be signed by a director or secretary of the company**

Signed

Lucy Day

Date

23/12/18

*Office held (delete as appropriate) Director/Secretary*

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

Lucy Day	
Tel	
DX Number	DX Exchange

**When you have completed and signed the form, please attach it to the accounts and send both forms by post to the Registrar of Companies at:**

*For companies registered in England and Wales:* Companies House, Crown Way, Cardiff, CF14 3UZ  
DX 33050 Cardiff

*For companies registered in Scotland:* Companies House, 4<sup>th</sup> Floor, Edinburgh Quay 2, 139  
Fountainbridge, Edinburgh, EH3 9FF DX 235 Edinburgh or LP – 4 Edinburgh 2

*For companies registered in Northern Ireland:* Companies House, 2nd Floor, The Linenhall, 32-38  
Linenhall Street, Belfast, BT2 8BG

The accounts and CIC34 **cannot** be filed online

**(N.B. Please enclose a cheque for £15 payable to Companies House)**