

Registered Number: SC137429

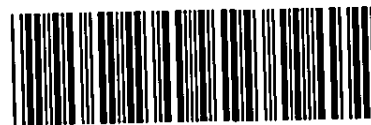
Scotland

1 Office Equipment Ltd

Unaudited Abbreviated Report and Financial Statements

For the year ended 31 March 2011

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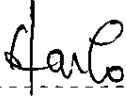
COMPANIES HOUSE

1 Office Equipment Ltd
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1 Office Equipment Ltd
Accountants' Report
For the year ended 31 March 2011

As described on the balance sheet you are responsible for the preparation of the financial statements for the year ended 31 March 2011 and you consider that the company is exempt from an audit under the Companies Act 2006. 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.



Han & Co
61 Scott Street
Dundee
DD2 2BA

Dated: 23 December 2010

1 Office Equipment Ltd
Abbreviated Balance Sheet
As at 31 March 2011

	Notes	2011 £	2010 £
Fixed assets			
Tangible assets	2	46,134	47,373
		46,134	47,373
Current assets			
Stocks		37,870	39,367
Debtors		101,181	154,541
Cash at bank and in hand		53,745	85,982
		192,796	279,890
Creditors: amounts falling due within one year		(124,679)	(220,451)
Net current assets		68,117	59,439
Total assets less current liabilities		114,251	106,812
Creditors: amounts falling due after more than one year		-	(2,383)
Net assets		114,251	104,429
Capital and reserves			
Called up share capital	3	1,002	1,002
Profit and loss account		113,249	103,427
Shareholders funds		114,251	104,429

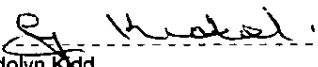
For the year ended 31 March 2011 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors responsibilities:

- 1) The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- 2) The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Signed on behalf of the board of directors



 Gwendolyn Kidd
 Secretary

Date approved by the board: 23 December 2011

1 Office Equipment Ltd
Notes to the Abbreviated Financial Statements
For the year ended 31 March 2011

1 Accounting Policies

Basis of accounting

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

Turnover

Turnover comprises the invoiced value of goods and services supplied by the company, net of Value Added Tax and trade discounts.

Operating lease rentals

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

Finance lease and hire purchase charges

The finance element of the rental payment is charged to the profit and loss account on a straight line basis.

Pension Costs

The company operates a defined contribution pension scheme for the benefit of its directors/and employees. Contributions payable are charged to the profit and loss account in the period in which they are payable.

Dividends

Proposed dividends are only included as liabilities in the financial statements when their payment has been approved by the shareholders prior to the balance sheet date.

Tangible fixed assets

Tangible fixed assets, other than freehold land, are stated at cost or valuation less depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Plant and Machinery	15 Reducing balance
Motor Vehicles	25 Reducing balance
Fixtures and Fittings	15 Reducing balance

No depreciation is provided on the company's freehold properties since in the opinion of the directors the expected useful lives are sufficiently long and the estimated residual values are sufficiently high that any such depreciation would be immaterial. The directors undertake an annual impairment review of these properties.

Assets on finance lease and hire purchase

Assets held under finance lease or hire purchase contracts i.e. those contracts where substantially all the risks and rewards of ownership have passed to the company, are included in the appropriate category of tangible fixed assets and depreciated over the shorter of the lease term and their estimated expected useful lives.

Future obligations under such contracts are included in creditors net of the finance charge allocated to future periods.

1 Office Equipment Ltd
Notes to the Abbreviated Financial Statements
For the year ended 31 March 2011

2 Tangible fixed assets

	Tangible fixed assets
Cost or valuation	£
At 01 April 2010	109,122
Additions	7,022
At 31 March 2011	116,144
Depreciation	
At 01 April 2010	61,749
Charge for year	8,261
At 31 March 2011	70,010
Net book values	
At 31 March 2011	46,134
At 31 March 2010	47,373

3 Share capital

	2011	2010
Allotted called up and fully paid	£	£
1,002 Class A shares of £1.00 each	1,002	1,002
	1,002	1,002