

ABBREVIATED ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2004

FOR

SOS OFFICE SUPPLIES LIMITED



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COMPANIES HOUSE

AHYG7YCM

0475
08/09/04

SOS OFFICE SUPPLIES LIMITED

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FOR THE YEAR ENDED 31 MARCH 2004**

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SOS OFFICE SUPPLIES LIMITED
COMPANY INFORMATION
FOR THE YEAR ENDED 31 MARCH 2004

DIRECTORS:

A V Cobb
K J Cobb
Mrs A M Cobb
Mrs L K Cobb

SECRETARY:

K J Cobb

REGISTERED OFFICE:

Unit 4
Thistlebrook Industrial Estate
Eynsham Drive
Abbey Wood
London
SE2 9RB

REGISTERED NUMBER:

1550821

AUDITORS:

Wilkins Kennedy
Chartered Accountants
Registered Auditors
Greytown House
221-227 High Street
Orpington
Kent
BR6 0NZ

**REPORT OF THE INDEPENDENT AUDITORS TO
SOS OFFICE SUPPLIES LIMITED
UNDER SECTION 247B OF THE COMPANIES ACT 1985**

We have examined the abbreviated accounts on pages three to five, together with the full financial statements of the company for the year ended 31 March 2004 prepared under Section 226 of the Companies Act 1985.

This report is made solely to the company, in accordance with Section 247B of the Companies Act 1985. Our work has been undertaken so that we might state to the company those matters we are required to state to it in a special auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company, for our work, for this report, or for the opinions we have formed.

Respective responsibilities of directors and auditors

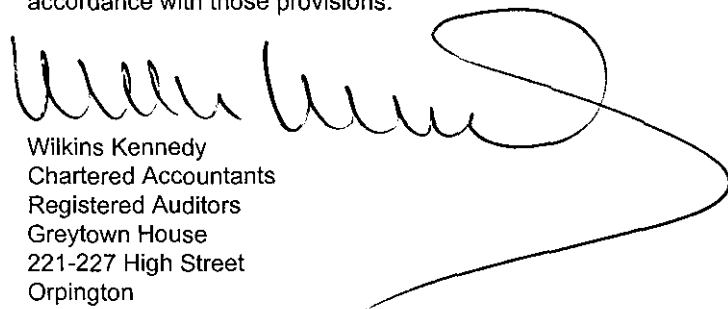
The directors are responsible for preparing the abbreviated accounts in accordance with Section 246 of the Companies Act 1985. It is our responsibility to form an independent opinion as to whether the company is entitled to deliver abbreviated accounts prepared in accordance with Sections 246(5) and (6) of the Act to the Registrar of Companies and whether the accounts to be delivered are properly prepared in accordance with those provisions and to report our opinion to you.

Basis of opinion

We have carried out the procedures we consider necessary to confirm, by reference to the financial statements, that the company is entitled to deliver abbreviated accounts and that the abbreviated accounts to be delivered are properly prepared. The scope of our work for the purpose of this report did not include examining or dealing with events after the date of our report on the full financial statements.

Opinion

In our opinion the company is entitled to deliver abbreviated accounts prepared in accordance with Sections 246(5) and (6) of the Companies Act 1985, and the abbreviated accounts on pages three to five are properly prepared in accordance with those provisions.



Wilkins Kennedy
Chartered Accountants
Registered Auditors
Greytown House
221-227 High Street
Orpington
Kent
BR6 0NZ

15 June 2004

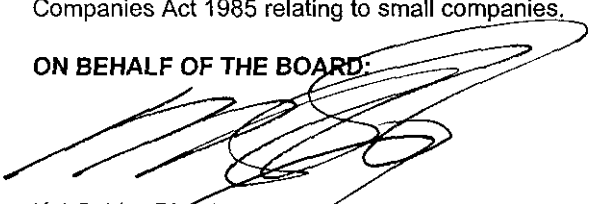
SOS OFFICE SUPPLIES LIMITED

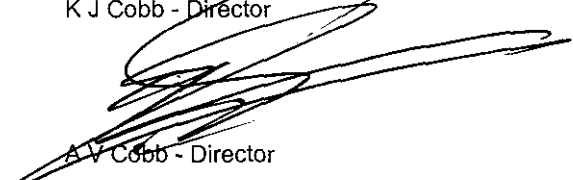
ABBREVIATED BALANCE SHEET
31 MARCH 2004

	Notes	2004 £	2003 £
FIXED ASSETS			
Tangible assets	2	53,741	66,232
Investments	3	2,185	2,185
		<u>55,926</u>	<u>68,417</u>
CURRENT ASSETS			
Stocks		37,273	50,896
Debtors		302,828	266,333
Cash at bank		62,620	82,589
		<u>402,721</u>	<u>399,818</u>
CREDITORS			
Amounts falling due within one year		244,509	257,781
		<u>244,509</u>	<u>257,781</u>
NET CURRENT ASSETS		<u>158,212</u>	<u>142,037</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>214,138</u>	<u>210,454</u>
PROVISIONS FOR LIABILITIES AND CHARGES		<u>3,897</u>	<u>4,344</u>
		<u>210,241</u>	<u>206,110</u>
CAPITAL AND RESERVES			
Called up share capital	4	75,000	75,000
Profit and loss account		135,241	131,110
		<u>210,241</u>	<u>206,110</u>
SHAREHOLDERS' FUNDS		<u>210,241</u>	<u>206,110</u>

These abbreviated accounts have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

ON BEHALF OF THE BOARD:


K J Cobb - Director


A V Cobb - Director

Approved by the Board on 15 June 2004

The notes form part of these abbreviated accounts

SOS OFFICE SUPPLIES LIMITED

NOTES TO THE ABBREVIATED ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2004

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention.

Financial Reporting Standard Number 1

Exemption has been taken from preparing a cash flow statement on the grounds that the company qualifies as a small company.

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.

Land and buildings	- over the period of the lease
Plant and machinery etc	- 25% on reducing balance and at variable rates on reducing balance

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Deferred tax

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date.

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.

Pensions

The company operates a defined contribution pension scheme. Contributions payable for the year are charged in the profit and loss account.

SOS OFFICE SUPPLIES LIMITED

**NOTES TO THE ABBREVIATED ACCOUNTS - continued
FOR THE YEAR ENDED 31 MARCH 2004**

2. TANGIBLE FIXED ASSETS

	Total £
COST	
At 1 April 2003	237,441
Additions	4,569
Disposals	(16,125)
	<u>225,885</u>
At 31 March 2004	<u>225,885</u>
DEPRECIATION	
At 1 April 2003	171,213
Charge for year	13,229
Eliminated on disposal	(12,298)
	<u>172,144</u>
At 31 March 2004	<u>172,144</u>
NET BOOK VALUE	
At 31 March 2004	<u>53,741</u>
At 31 March 2003	<u>66,228</u>

3. FIXED ASSET INVESTMENTS

	Listed investments £
COST	
At 1 April 2003 and 31 March 2004	<u>2,185</u>
NET BOOK VALUE	
At 31 March 2004	<u>2,185</u>
At 31 March 2003	<u>2,185</u>

4. CALLED UP SHARE CAPITAL

Authorised:				
Number:	Class:	Nominal value:	2004 £	2003 £
500,000	Ordinary	£1	<u>500,000</u>	<u>500,000</u>
Allotted, issued and fully paid:				
Number:	Class:	Nominal value:	2004 £	2003 £
75,000	Ordinary	£1	<u>75,000</u>	<u>75,000</u>