Company registration number: 10686021

Unify Office Services Limited

Unaudited financial statements

30 June 2018

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Unify Office Services Limited

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Unify Office Services Limited

Directors and other information

Directors	WD Smithers D Spencer
Secretary	P Ings
Company number	10686021
Registered office	3 The Courtyard Hare Street Road Alswick, Buntingford Hertfordshire SG9 0AA
Business address	3 The Courtyard Hare Street Road Alswick, Buntingford Hertfordshire SG9 0AA
Accountants	DK Accounting Solutions Limited 438 Ley Street Ilford Essex IG2 7BS
Bankers	Barclays Bank plc Sort Code: 20 41 15

Unify Office Services Limited

Directors report
Year ended 30 June 2018

The directors present their report and the unaudited financial statements of the company for the year ended 30 June 2018.

Directors
The directors who served the company during the year were as follows:

WD Smithers
D Spencer

Small company provisions
This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

This report was approved by the board of directors on 18 December 2018 and signed on behalf of the board by:



P Ings
Secretary

Unify Office Services Limited

Report to the board of directors on the preparation of the unaudited statutory financial statements of Unify Office Services Limited Year ended 30 June 2018

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Unify Office Services Limited for the year ended 30 June 2018 which comprise the statement of comprehensive income, statement of financial position, statement of changes in equity and related notes from the company's accounting records and from information and explanations you have given us.

As a practising member firm of The Association of International Accountants, we are subject to its ethical and other professional requirements which are detailed at www.aiaworldwide.com/guidance-ethics.

This report is made solely to the board of directors of Unify Office Services Limited, as a body, in accordance with the terms of our engagement letter dated 18 December 2018. Our work has been undertaken solely to prepare for your approval the financial statements of Unify Office Services Limited and state those matters that we have agreed to state to the board of directors of Unify Office Services Limited as a body, in this report in accordance with the requirements of The Association of International Accountants as detailed at www.aiaworldwide.com. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Unify Office Services Limited and its board of directors as a body for our work or for this report.

It is your duty to ensure that Unify Office Services Limited has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and profit of Unify Office Services Limited. You consider that Unify Office Services 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 financial statements of Unify Office Services 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 financial statements.

DK Accounting Solutions Limited
Accountants and Business Advisors

438 Ley Street
Ilford
Essex
IG2 7BS

18 December 2018

Unify Office Services Limited

Statement of comprehensive income
Year ended 30 June 2018

	Note	2018 £
Turnover		241,535
Cost of sales		(123,212)
Gross profit		118,323
Administrative expenses		(117,277)
Operating profit		1,046
Profit before taxation		1,046
Tax on profit		(256)
Profit for the financial year and total comprehensive income		790

All the activities of the company are from continuing operations.

The notes on pages 8 to 9 form part of these financial statements.

Unify Office Services Limited

Statement of financial position
30 June 2018

	Note	2018 £	£
Current assets			
Stocks		47,000	
Debtors	5	31,198	
Cash at bank and in hand		69	
		78,267	
Creditors: amounts falling due within one year	6	(77,475)	
Net current assets			792
Total assets less current liabilities			792
Net assets			792
Capital and reserves			
Called up share capital			2
Profit and loss account			790
Shareholders funds			792

For the year ending 30 June 2018 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

The notes on pages 8 to 9 form part of these financial statements.

Statement of financial position (continued)
30 June 2018

These financial statements were approved by the board of directors and authorised for issue on 18 December 2018, and are signed on behalf of the board by:



WD Smithers
Director

Company registration number: 10686021

The notes on pages 8 to 9 form part of these financial statements.

Unify Office Services Limited

Statement of changes in equity
Year ended 30 June 2018

	Called up share capital	Profit and loss account	**Total**
	£	£	£
At 1 July 2017	-	-	-
Profit for the year		790	790
Total comprehensive income for the year	-	790	790
Issue of shares	2		2
Total investments by and distributions to owners	2	-	2
At 30 June 2018	2	790	792

1. General information

The company is a private company limited by shares, registered in England and Wales. The address of the registered office is 3 The Courtyard, Hare Street Road, Alswick, Buntingford, Hertfordshire, SG9 0AA.

2. Statement of compliance

These financial statements have been prepared in compliance with the provisions of FRS 102, Section 1A, 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through profit or loss.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Turnover

Turnover is measured at the fair value of the consideration received or receivable for goods supplied and services rendered, net of discounts and Value Added Tax.

Revenue from the sale of goods is recognised when the significant risks and rewards of ownership have transferred to the buyer, usually on despatch of the goods; the amount of revenue can be measured reliably; it is probable that the associated economic benefits will flow to the entity and the costs incurred or to be incurred in respect of the transactions can be measured reliably.

Taxation

The taxation expense represents the aggregate amount of current and deferred tax recognised in the reporting period. Tax is recognised in the statement of comprehensive income, except to the extent that it relates to items recognised in other comprehensive income or directly in capital and reserves. In this case, tax is recognised in other comprehensive income or directly in capital and reserves, respectively.

Current tax is recognised on taxable profit for the current and past periods. Current tax is measured at the amounts of tax expected to pay or recover using the tax rates and laws that have been enacted or substantively enacted at the reporting date.

Deferred tax is recognised in respect of all timing differences at the reporting date. Unrelieved tax losses and other deferred tax assets are recognised to the extent that it is probable that they will be recovered against the reversal of deferred tax liabilities or other future taxable profits. Deferred tax is measured using the tax rates and laws that have been enacted or substantively enacted by the reporting date that are expected to apply to the reversal of the timing difference.

Operating leases

Lease payments are recognised as an expense over the lease term on a straight-line basis. The aggregate benefit of lease incentives is recognised as a reduction to expense over the lease term, on a straight-line basis.

Stocks

Stocks are measured at the lower of cost and estimated selling price less costs to complete and sell. Cost includes all costs of purchase, costs of conversion and other costs incurred in bringing the stocks to their present location and condition.

4. Staff costs

The average number of persons employed by the company during the year amounted to 6.

5. Debtors

	2018
	£
Trade debtors	18,196
Other debtors	13,002
	31,198

6. Creditors: amounts falling due within one year

	2018
	£
Trade creditors	62,304
Corporation tax	256
Social security and other taxes	12,065
Other creditors	2,850
	77,475

7. Directors advances, credits and guarantees

During the year the directors entered into the following advances and credits with the company:

2018	Balance brought forward	Advances /(credits) to the directors	Balance o/standing
	£	£	£
WD Smithers	-	6,001	6,001
D Spencer	-	6,001	6,001
	-	12,002	12,002