

Abbreviated Unaudited Accounts
for the year ended 31 December 2008
for
Docmate Services Limited

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COMPANIES HOUSE

Docmate Services Limited

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for the year ended 31 December 2008

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Docmate Services Limited

Company Information
for the year ended 31 December 2008

DIRECTORS: C R Knowles
Mrs E Knowles

SECRETARY: C R Knowles

REGISTERED OFFICE: 15 Millside Road
Peterculter
Aberdeenshire
AB14 0WE

REGISTERED NUMBER: 200921 (Scotland)

ACCOUNTANTS: Grampian Accounting
3 Prospect Place
Arnhall Business Park
Westhill
Aberdeenshire
AB32 6SY

Docmate Services Limited

Abbreviated Balance Sheet
31 December 2008

	Notes	31.12.08 £	£	31.12.07 £	£
FIXED ASSETS					
Tangible assets	2		989		681
CURRENT ASSETS					
Debtors		10,187		943	
Cash at bank		18,509		11,924	
		28,696		12,867	
CREDITORS					
Amounts falling due within one year		14,327		10,175	
NET CURRENT ASSETS			14,369		2,692
TOTAL ASSETS LESS CURRENT LIABILITIES			15,358		3,373
CAPITAL AND RESERVES					
Called up share capital	3		100		100
Profit and loss account			15,258		3,273
SHAREHOLDERS' FUNDS			15,358		3,373

The company is entitled to exemption from audit under Section 249A(1) of the Companies Act 1985 for the year ended 31 December 2008.

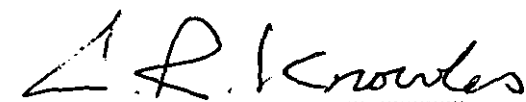
The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2008 in accordance with Section 249B(2) of the Companies Act 1985.

The directors acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which comply with Section 221 of the Companies Act 1985 and
- 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 profit or loss for each financial year in accordance with the requirements of Section 226 and which otherwise comply with the requirements of the Companies Act 1985 relating to financial statements, so far as applicable to the company.

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

The financial statements were approved by the Board of Directors on 3rd July 09 and were signed on its behalf by:



C R Knowles - Director

The notes form part of these abbreviated accounts

Docmate Services Limited

Notes to the Abbreviated Accounts
for the year ended 31 December 2008

1. **ACCOUNTING POLICIES**

Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2007).

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.

Deferred tax

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

Pension costs and other post-retirement benefits

The company operates a defined contribution pension scheme. Contributions payable to the company's pension scheme are charged to the profit and loss account in the period to which they relate.

2. **TANGIBLE FIXED ASSETS**

	Total £
COST	
At 1 January 2008	6,681
Additions	2,057
At 31 December 2008	8,738
DEPRECIATION	
At 1 January 2008	6,001
Charge for year	1,748
At 31 December 2008	7,749
NET BOOK VALUE	
At 31 December 2008	989
At 31 December 2007	680

3. **CALLED UP SHARE CAPITAL**

Authorised:				
Number:	Class:	Nominal	31.12.08	31.12.07
		value:	£	£
1,000	Ordinary	£1	1,000	1,000
Allotted, issued and fully paid:				
Number:	Class:	Nominal	31.12.08	31.12.07
		value:	£	£
100	Ordinary	£1	100	100