

Registered Number SC200921

Docmate Services Limited

Abbreviated Accounts

31 December 2011

Docmate Services Limited

Registered Number SC200921

Company Information

Registered Office:

15 Millside Road
Peterculter
Aberdeenshire
AB14 0WE

Reporting Accountants:

Grampian Accounting

3 Prospect Place
Arnhall Business Park
Westhill
Aberdeenshire
AB32 6SY

Docmate Services Limited

Registered Number SC200921

Balance Sheet as at 31 December 2011

	Notes	2011 £	2010 £
Fixed assets			
Tangible	2	2,736	1
		<u>2,736</u>	<u>1</u>
Current assets			
Stocks		4,998	0
Debtors		0	10,603
Cash at bank and in hand		9,315	9,591
Total current assets		<u>14,313</u>	<u>20,194</u>
Creditors: amounts falling due within one year		(7,961)	(4,331)
Net current assets (liabilities)		6,352	15,863
Total assets less current liabilities		<u>9,088</u>	<u>15,864</u>
Total net assets (liabilities)		<u>9,088</u>	<u>15,864</u>
Capital and reserves			
Called up share capital	3	100	100
Profit and loss account		8,988	15,764
Shareholders funds		<u>9,088</u>	<u>15,864</u>

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- a. For the year ending 31 December 2011 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.
 - b. The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.
 - c. The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
 - d. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the board on 26 April 2012

And signed on their behalf by:

C R Knowles, Director

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1068 of the Companies Act 2006.

Notes to the Abbreviated Accounts

For the year ending 31 December 2011

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 April 2008).

Turnover

Turnover represents net invoiced sales of goods, excluding value added tax.

Stocks

Work in progress is valued at the lower of cost and net realisable value. Cost includes all direct expenditure and an appropriate proportion of fixed and variable overheads.

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

Rentals paid under operating leases are charged to the profit and loss account on a straight line basis over the period of the lease.

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.

Depreciation

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Computer equipment 20% on cost

2 **Tangible fixed assets**

		Total
		£
Cost		
At 01 January 2011		11,575
Additions	-	3,419
At 31 December 2011	-	<u>14,994</u>
Depreciation		
At 01 January 2011		11,574
Charge for year	-	684
At 31 December 2011	-	<u>12,258</u>

Net Book Value

At 31 December 2011

2,736

At 31 December 2010

1

3 **Share capital**

2011

2010

£

£

**Allotted, called up and fully
paid:**

100 Ordinary shares of £1
each

100

100