Registered Number SC202166

Office Papers Limited

Abbreviated Accounts

31 October 2012

Office Papers Limited **Registered Number SC202166**

Balance Sheet as at 31 October 2012

	Notes	2012		2011	
		£	£	£	£
Fixed assets					
Tangible	3		10,286		16,276
			10,286		16,276
Current assets					
Debtors	4	169,899		189,744	
Cash at bank and in hand		51,097		16,404	
Total current assets		220,996		206,148	
Creditors: amounts falling due within one year	5	(94,793)		(89,897)	
Net current assets (liabilities)			126,203		116,251
Total assets less current liabilities			136,489		132,527
Total net assets (liabilities)			136,489		132,527
Capital and reserves					
Called up share capital	6		500		500
Profit and loss account			135,989		132,027
Shareholders funds			136,489		132,527

a. For the year ending 31 October 2012 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 November 2012

And signed on their behalf by:
Thomas William Barry Wall, 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 October 2012

1 Accounting policies

The accounts have been prepared under the historical cost convention and in accordance with the Financial Reporting Standards for Small Entities (effective April 2008)

Turnover

Turnover represents the invoiced value of goods and services supplied by the company, net of value added tax and trade discounts.

Stocks

Stock and work in progress are valued at the lower of cost and and net realisable value, after due regard for obsolete and slow moving stocks.

Depreciation

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

Plant And Machinery	25% straight line
Commercial Vehicles	25% straight line

2 Intangible fixed assets

Cost or valuation	**£**
At 01 November 2011	146,218
At 31 October 2012	146,218
Amortisation	
At 01 November 2011	146,218
At 31 October 2012	146,218

3 Tangible fixed assets

	Plant & Machinery	Commercial Vehicles	Total
Cost	**£**	**£**	**£**
At 01 November 2011	33,469	20,795	54,264
Additions	585	0	585
Disposals	(8,062)	0	(8,062)
At 31 October 2012	25,992	20,795	46,787
Depreciation			
At 01 November 2011	26,563	11,425	37,988
Charge for year	3,450	3,125	6,575
On disposals	(8,062)	0	(8,062)
At 31 October 2012	21,951	14,550	36,501

	Net Book Value			
	At 31 October 2012	4,041	6,245	10,286
	At 31 October 2011	6,906	9,370	16,276

4 **Debtors**

	2012	2011
	£	£
Trade debtors	160,697	178,744
Prepayments and accrued income	2,062	4,636
Other debtors	7,140	6,364
	169,899	189,744

5 **Creditors: amounts falling due within one year**

	2012	2011
	£	£
Trade creditors	25,452	25,944
Taxation and Social Security	32,580	31,710
Other creditors	36,761	32,243
	94,793	89,897

6 **Share capital**

	2012	2011
	£	£
Authorised share capital:		
1000 Ordinary Shares of £1 each	1,000	1,000
Allotted, called up and fully paid:		
500 Ordinary Shares of £1 each	500	500