REGISTERED NUMBER: SC268943 (Scotland)

Abbreviated Unaudited Accounts

for the Year Ended

30 June 2012

for

DDSR (DIGITAL DOCUMENT SCANNING & RETRIEVAL) LIMITED

DDSR (DIGITAL DOCUMENT SCANNING & RETRIEVAL) LIMITED (REGISTERED NUMBER: SC268943)

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DDSR (DIGITAL DOCUMENT SCANNING & RETRIEVAL) LIMITED

Company Information
for the Year Ended 30 June 2012

DIRECTORS:	Mr R R Wong Miss L A English
SECRETARY:	Mrs M Wong
REGISTERED OFFICE:	242 Glasgow Road Wishaw Lanarkshire ML2 7QH
REGISTERED NUMBER:	SC268943 (Scotland)
ACCOUNTANTS:	WDM Oakfield House 378 Brandon Street Motherwell ML1 1XA

DDSR (DIGITAL DOCUMENT SCANNING & RETRIEVAL) LIMITED (REGISTERED NUMBER: SC268943)

Abbreviated Balance Sheet
30 June 2012

	Notes	2012 £	2011 £
FIXED ASSETS			
Tangible assets	2	14,521	9,413
CURRENT ASSETS			
Debtors		1,107	1,274
CREDITORS			
Amounts falling due within one year		(21,425)	(8,855)
NET CURRENT LIABILITIES		(20,318)	(7,581)
TOTAL ASSETS LESS CURRENT LIABILITIES		(5,797)	1,832
CREDITORS			
Amounts falling due after more than one year		(12,610)	(12,610)
NET LIABILITIES		(18,407)	(10,778)
CAPITAL AND RESERVES			
Called up share capital	3	80	80
Profit and loss account		(18,487)	(10,858)
SHAREHOLDERS' FUNDS		(18,407)	(10,778)

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 June 2012.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 June 2012 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

(a) ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and

(b) 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 Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The notes form part of these abbreviated accounts

continued...

Abbreviated Balance Sheet - continued
30 June 2012

The abbreviated accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Board of Directors on 26 March 2013 and were signed on its behalf by:

Mr R R Wong - Director

Miss L A English - Director

The notes form part of these abbreviated accounts

Notes to the Abbreviated Accounts for the Year Ended 30 June 2012

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 services, 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.

Plant and machinery	- 20% on cost

Deferred tax
Provision is made for deferred taxation in so far as a liability or asset arose as a result of transactions that had occurred by the balance sheet date and gave rise to an obligation to pay more tax in the future, or a right to pay less tax in the future with the following exception: Deferred tax assets are recognised only to the extent that the Directors consider that it is more likely than not that there will be suitable taxable profits from which the future reversal of the underlying timing differences can be deducted. Deferred tax is measured on an undiscounted basis at the tax rates that are expected to apply in the periods in which timing differences reverse, based on tax rates and laws enacted or substantively enacted 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.

Going concern
The company has net liabilities of £18,407 at 30 June 2012 with the major creditor being the company's directrors who have indicated that they will not seek repayment of sums due to the detriment of other creditors.This combined with improved trading since the year end have resulted in the directors preparing the accounts on a going concern basis.

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2. TANGIBLE FIXED ASSETS

	Total
	£
COST	
At 1 July 2011	35,260
Additions	9,661
At 30 June 2012	44,921
DEPRECIATION	
At 1 July 2011	25,847
Charge for year	4,553
At 30 June 2012	30,400
NET BOOK VALUE	
At 30 June 2012	14,521
At 30 June 2011	9,413

3. CALLED UP SHARE CAPITAL

Allotted, issued and fully paid:

Number:	Class:	Nominal value:	2012 £	2011 £
80	Ordinary	£1.00	80	80

Chartered Accountants' Report to the Board of Directors on the Unaudited Financial Statements of DDSR (DIGITAL DOCUMENT SCANNING & RETRIEVAL) LIMITED

The following reproduces the text of the report prepared for the directors in respect of the company's annual unaudited financial statements, from which the unaudited abbreviated accounts (set out on pages two to five) have been prepared.

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of DDSR (DIGITAL DOCUMENT SCANNING & RETRIEVAL) LIMITED for the year ended 30 June 2012 which comprise the Profit and Loss Account, the Balance Sheet and the related notes from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants of Scotland, we are subject to its ethical and other professional requirements which are detailed at http://www.icas.org.uk/accountspreparationguidance.

This report is made solely to the Board of Directors of DDSR (DIGITAL DOCUMENT SCANNING & RETRIEVAL) LIMITED, as a body, in accordance with our terms of engagement. Our work has been undertaken solely to prepare for your approval the financial statements of DDSR (DIGITAL DOCUMENT SCANNING & RETRIEVAL) LIMITED and state those matters that we have agreed to state to the Board of Directors of DDSR (DIGITAL DOCUMENT SCANNING & RETRIEVAL) LIMITED, as a body, in this report in accordance with the requirements of the Institute of Chartered Accountants of Scotland as detailed at http://www.icas.org.uk/accountspreparationguidance. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and its Board of Directors, as a body, for our work or for this report.

It is your duty to ensure that DDSR (DIGITAL DOCUMENT SCANNING & RETRIEVAL) 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 loss of DDSR (DIGITAL DOCUMENT SCANNING & RETRIEVAL) LIMITED. You consider that DDSR (DIGITAL DOCUMENT SCANNING & RETRIEVAL) 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 DDSR (DIGITAL DOCUMENT SCANNING & RETRIEVAL) 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.

WDM
Oakfield House
378 Brandon Street
Motherwell
ML1 1XA

26 March 2013

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 1072 of the Companies Act 2006.