Companies House

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THE DIRECTORS
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Our ref. 08991171/DEFSTATAR
Date 10 May 2017

STATUTORY NOTICE - OVERDUE CONFIRMATION STATEMENT

The following statutory document(s) is/are overdue and **must** be delivered to Companies House even if your company has not traded.

CONFIRMATION STATEMENT(S) DATED 10/04/2017

- If you want to keep your company registered you must deliver the overdue document(s) to Companies House within 14 days of this notice.

- If you are unable to meet this deadline you must confirm **in writing** that your company is required (via letter to the above address or e-mail to **enquiries@companieshouse.gov.uk**). Failure to comply may result in the directors being prosecuted, receiving a criminal record and a potential unlimited fine.

- If the company is no longer required you may be able to apply for it to be removed from the register by filing an application form for strike-off, accompanied by the appropriate filing fee.

- However, if you do nothing we will begin the statutory process (as set out in the Companies Act) which can lead to the company being removed from the register. Please be aware that if we do remove the company your personal obligations as directors would remain and any company bank accounts would be frozen.

- You can deliver your annual return online via our Web Filing service, which has in-built checks to ensure that you get it right first time. In order to use the service you need to register for an authentication code which will only be sent by post to the registered office and may take up to five days to arrive. Further information can be found on our website: www.gov.uk/companieshouse

- Please accept our apologies if the overdue document(s) has/have been delivered or an application for strike-off submitted since we sent this letter.