



Companies House

Registered Scheme Administrator Limited
Venture Wales Pentrebach
Merthyr Tydfil
CF48 4DR



01208
004555\389



9 November 2020

Reference
SPR-B

Company number
09508411

We're stopping paper reminders

Reinvesting in our products and services

You'll no longer receive paper reminder letters from us.

Our reminder letters cost £1.2 million to print last year. We can now reinvest this saving into our products and services, to make us more efficient and improve our customer experience.

If you still want reminders

Sign up to our email reminder service and we'll tell you when your confirmation statement or accounts are due: ewf.companieshouse.gov.uk

Advantages of email reminders

The service is free and you can:

- choose up to 4 people to receive a reminder (including an agent)
- file your document immediately from a link within the email



Directors' responsibilities

It's the directors' responsibility to file a company's information on time.

⚠ As a director you could get a criminal record, a fine and disqualification if you do not deliver your accounts and confirmation statement on time.

If your company is not trading and you wish to remove it from the register go to: www.gov.uk/closing-a-limited-company

Yours faithfully,

John-Mark Frost
Director of Operations



INVESTORS IN PEOPLE™
We invest in people Platinum

FileOnline
gov.uk/companieshouse

For more information on what we're doing, go to our website.

To check when your confirmation statement and accounts are due, go to: gov.uk/get-information-about-a-company

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Companies House is an executive agency of the Department for Business, Energy & Industrial Strategy.