



Companies House

Final notice to pay your late filing penalty

Late Filing Penalties
P.O.Box 710
Crown Way
CARDIFF CF14 3UZ
DX 33050 CARDIFF

E enquiries@companieshouse.gov.uk
Twitter @CompaniesHouse
www.GOV.UK/companieshouse

THE DIRECTORS
CRANFORDS TRUSTEES LIMITED
INTERNATIONAL HOUSE
CONSTANCE STREET
LONDON
ENGLAND
E16 2DQ

DATE: 09/12/2020

In case of query please contact
enquiries@companieshouse.gov.uk
Quoting Ref PEN 3A/09771053

Accounts for the Period Ending	Due Date for Delivery	Actual Date of Delivery	Amount of Penalty (£)	Payments Received (£)	Balance Outstanding (£)
30/09/2019	30/09/2020	23/10/2020	300.00	0.00	300.00
TOTAL AMOUNT OVERDUE					£300.00

We understand that this is a difficult time and we're committed to supporting businesses who may be affected by the coronavirus (COVID-19) outbreak. However, we've sent you two reminder letters to pay your late filing penalty/penalties and you still have not paid.
Payment should be made within 14 days from the date of this letter. Find out how to pay on the back of this letter.

We'll take further action if you do not pay and will consider referring the matter to our debt collection agents without further notice. This could ultimately result in court proceedings against the company and additional costs could be added to the debt.

If you have paid within the last 7 days, we apologise for any inconvenience caused. You do not need to do anything else.

If the company is no longer trading and you wish to have it removed from the register, please use the following link <https://www.gov.uk/topic/company-registration-filing/closing-company>

If you are paying by cheque please detach along this line and return with your payment.

R E M I T T A N C E A D V I C E

PLEASE SEND YOUR CHEQUE (PAYABLE TO 'COMPANIES HOUSE') TO:

COMPANIES HOUSE, P.O.BOX 710, CROWN WAY, CARDIFF CF14 3UZ

Please write the Company Name & Company Number on the reverse of your payment

PEN 09771053 J CRAN 0000030000 300919 1



How to pay your late filing penalty

Cheque

Send your cheque (made payable to Companies House), writing your company number on the back to:
Companies House, PO Box 710, Crown Way, CF14 3UZ

BACS

Quote your company number followed by the full company name in your transaction reference so we can allocate your payment properly.

BACS details:

Account name: CHSE LFP BACS ACCT
Account number: 10031154
National Westminster Bank,
Horwich, Bolton
Sort code: 60 70 80
Swift code: NW BK GB 2L
IBAN: GB79NWBK60708010031154

Email us confirmation of your BACS payment to:
LFPFinance@companieshouse.gov.uk

Give details of the amount paid, company number and company name. Without this information your payment may be delayed.

❗ If you do not pay

We'll ask our debt recovery agent to take action if you do not pay. The case will be decided in the county court or sheriff court where you'll have the opportunity to file a defence.

We'll seek to recover legal costs if the court rules in our favour. You may wish to consider professional advice.

Penalty amount

You'll get a late filing penalty if you file your accounts late. This increases the later you file.

Documents are 'delivered' when we receive them in an acceptable electronic or paper format.

Length of delay (from the date the accounts are due)	Private company	Public company and SE
Not more than 1 month	£150	£750
More than 1 month but not more than 3 months	£375	£1,500
More than 3 month but not more than 6 months	£750	£3,000
More than 6 months	£1,500	£7,500

The penalty will be doubled if accounts are filed late 2 years in a row.

Appeal your penalty

You may appeal, but you'll need to show that the reasons for filing late were exceptional.

For more information go to: gov.uk/companieshouse

Further information
www.gov.uk/companieshouse

Use only when paying by cheque
(Remittance advice)

Make cheques payable to 'Companies House'. Write the company name and number on the back of the cheque and send with this slip to: Companies House, PO Box 710, Crown Way, Cardiff, CF14 3UZ