



Companies House

Late Filing Penalties  
P.O.Box 710  
Crown Way  
CARDIFF CF143UZ

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[www.GOV.UK/companieshouse](http://www.GOV.UK/companieshouse)

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

06 August 2021

Company number  
**09771053**

Reference number  
**A0448682**

## Pay your late filing penalty

Your company has received this penalty as the accounts were filed late. The company must pay £750.00 within 14 days.

Your accounts with a made up date of 30 September 2020 were filed late.  
They were due to be filed with us on or before 30 June 2021.  
We received your accounts on 05 August 2021.  
**You must pay a penalty of £750.00 by 20 August 2021.**



## Pay your penalty

Use our online payment service:  
<https://beta.companieshouse.gov.uk/late-filing-penalty>

You'll need your:

- login details for our Companies House service
- company number: 09771053
- reference number: A0448682
- debit or credit card

**!** We'll take further action to recover the money if you do not pay.

If your company is not trading and you want to remove it from the register go to:  
[www.gov.uk/closing-a-limited-company](http://www.gov.uk/closing-a-limited-company)

Yours sincerely,

Companies House



## How to pay your late filing penalty



### Pay online

Use our online payment service:

<https://beta.companieshouse.gov.uk/late-filing-penalty>

### 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](mailto:LFPFinance@companieshouse.gov.uk)

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

### 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

### ❗ 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.

<https://find-and-update.company-information.service.gov.uk/appeal-a-penalty/>

### Further information

[www.gov.uk/companieshouse](http://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

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