

To:

<<Insert Company Name Limited>>

<<Insert Company's Address>>

[<<Insert Company's Email Address>>]

[By post/email]

<<Insert Date>>

Dear <<Insert Name of Company>> ,

Consent to Abridged Accounts: <<Insert Relevant Period>>

In reference to your [letter/email] of <<Insert Date>> [I/we]¹ confirm that [I/we] consent to the Company preparing and filing the financial year ended <<Insert Date of Preceding Financial Year>> in accordance with Section 444(2A) Companies Act 2006 as inserted by Regulations 13(1) Companies, Partnerships and Groups (Accounts and Reports) Regulations 2008.

[I/We] acknowledge that [I/we] shall not be entitled to full accounts rather than full accounts in relation to the above accounting period.

Yours faithfully,

<<Insert Name of Shareholder[s]>>

¹ If shares are jointly held, both joint holders should sign.