**[Small Company Limited]**

**Annual Report**

**For the [year] ended [31 December 2016]**

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###### Registration

Small Company Limited is registered in Malta as a limited liability company under the Companies Act, (Cap. 386) with registration number C012345.

**Directors** *{optional inclusion but if the list of directors is included this should be the list of directors*

*at the date of the directors’ report}*

Mr. Anthony Cutajar Ms. Rachel Camilleri

**Company secretary** *{optional inclusion}*

Mr. Daniel Tabone

**Registered office {***If the place of business is different than the registered office, then it is recommended that both addresses are included}*

Small Company Limited, Tower Business Centre, Tower Street,

Swatar, Malta.

**Banker** *{optional inclusion}*

Small Bank plc,

100, Republic Street,

Valletta. VLT 3560, Malta.

**Legal advisor** *{optional inclusion}*

Dr. Christopher Galea, Galea and Associates, 10, Luzzu Street,

Marsaskala, MSK 6000, Malta.

**Auditors** *{recommended inclusion}*

ABC

Professional Building, Dingli Street,

Sliema SLM 1234

*Cost of Sales*

**[2016] [2015]**

**€ €**

Opening stock **2,012** 2,334

Purchases **11,296** 11,956

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**13,308** 14,290

Closing stock **(2,390)** (2,012)

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**10,918** 12,278

*Other direct costs*

Wages **115,304** 108,386

Depreciation **99,355** 54,840

General expenses **6,258** 6,792

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**231,835** 182,296

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*Sales and Marketing expenses*

**[2016] [2015]**

**€ €**

Fairs and exhibitions **2,000** -

Advertising **5,000** 2,000

Commissions payable **4,411** 432

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**11,411** 2,432

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*Administrative expenses*

**[2016] [2015]**

**€ €**

Directors’ remuneration **35,872** 33,719

Salaries recharged by parent **105,110** 52,325

Management fees recharged by parent **130,215** 194,674

Water and electricity **4,013** 4,570

Repairs and maintenance **580** 1,971

Office stationery and supplies **4,507** 8,418

Telecommunications **4,000** 7,638

Overseas travel **4,231** 8,636

Legal and professional fees **1,881** 500

Audit fee **2,062** 2,062

Bank charges **1,762** 480

Insurance **3,881** 3,674

Registry fee **489** 489

Transport expenses **4,163** 3,761

Staff training **4,412** 7,172

Staff welfare **-** 2,618

Depreciation **2,956** 2,696

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**310,134** 335,403

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