

# LL AA01

## Change of accounting reference date of a Limited Liability Partnership (LLP)

✓ **What this form is for**  
You may use this form to change the accounting reference date relating to either the LLP's current, or the immediately previous, accounting period.

✗ **What this form is NOT for**  
You cannot use this form to

- change a period for which the accounts are already overdue; or
- extend a period beyond 18 months unless the LLP is in administration.

### 1 LLP details

LLP number

LLP name in full

→ **Filling in this form**  
Please complete in typescript or in bold black capitals.

### 2 Date of accounting reference period

Please enter the end date of the current, or the immediately previous, accounting period.

Accounting period ending on   
d d m m y y y y

### 3 New accounting reference date

Has the accounting reference period been shortened or extended?  
→ **Shortened.** Please complete 'Date shortened so as to end on'.  
→ **Extended.** Please complete 'Date extended so as to end on'.

Please enter the date the accounting reference period has been shortened to.

Date **Shortened** so as to end on   
d d m m y y y y

or

Please enter the date the accounting reference period has been extended to.

Date **Extended** so as to end on   
d d m m y y y y

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### Extending more than once in five years

Have you extended the accounting reference period more than once in five years?

→ **Yes.** Please complete the section below.

→ **No.** Please go to **Section 5.**

Extending more than once in five years

You **may not** extend periods more than once in five years unless the LLP falls into one of the following categories. Please tick only one box.

- ☐ The LLP is in administration.
- ☐ You have specific approval from the Secretary of State (please enclose a copy).
- ☐ You are extending the LLP's accounting reference period to align with that of a parent or subsidiary undertaking established in the UK.

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### Signature

I am signing this form on behalf of the LLP.

Signature

Signature

X

X

This form may be signed by:

Designated member, Member, Administrator, Administrative receiver, Receiver, Receiver manager, Judicial factor.

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## Where to send

**You may return this form to any Companies House address, however for expediency we advise you to return it to the appropriate address below:**

**For LLPs registered in England and Wales:**

The Registrar of Companies, Companies House,  
Crown Way, Cardiff, Wales, CF14 3UZ.  
DX 33050 Cardiff.

**For LLPs registered in Scotland:**

The Registrar of Companies, Companies House,  
Fourth floor, Edinburgh Quay 2,  
139 Fountainbridge, Edinburgh, Scotland, EH3 9FF.  
DX ED235 Edinburgh 1

**For LLPs registered in Northern Ireland:**

The Registrar of Companies, Companies House,  
Second Floor, The Linenhall, 32-38 Linenhall Street,  
Belfast, Northern Ireland, BT2 8BG.  
DX 481 N.R. Belfast 1.