

# CIC 34

## Community Interest Company Report

*Please  
complete in  
typescript, or  
in bold black  
capitals.*

Company Name in  
full

Company Number

Year Ending


*(The date format is required in full and should match  
the date of the accounts e.g. 31<sup>st</sup> March 2020)*

**Please ensure the company name is consistent with the company name entered on the accounts.**

This template illustrates what the Regulator of Community Interest Companies considers to be best practice for completing a simplified community interest company report. All such reports must be delivered in accordance with section 34 of the Companies (Audit, Investigations and Community Enterprise) Act 2004 and contain the information required by Part 7 of the Community Interest Company Regulations 2005.

**(N.B. A Filing Fee of £15 is payable on this document. Please enclose a cheque or postal order payable to Companies House)**

### **PART 1 - GENERAL DESCRIPTION OF THE COMPANY'S ACTIVITIES AND IMPACT**

In the space provided below, please insert a general account of the company's activities in the financial year to which the report relates, including a description of how they have benefited the community.

*(If applicable, please just state "A social audit report covering these points is attached").*

*(Please continue on separate continuation sheet if necessary.)*

**PART 2 – CONSULTATION WITH STAKEHOLDERS** – A “stakeholder” is any person or organisation affected by the company’s activities. Please indicate who the company’s stakeholders are; how the stakeholders have been consulted and what action has the company taken in response to feedback from its consultations. If there has been no consultation you must state ‘There has been no stakeholder consultation held’.

*(If applicable, please just state “A social audit report covering these points is attached”).*

**PART 3 – DIRECTORS’ REMUNERATION** – Please indicate below any remuneration the directors have received. Alternatively if you have provided full details in your accounts then you do not need to disclose it here but you must explain in the space below where they are found within the accounts. If no remuneration was received you must state that “no remuneration was received by the directors” below.

**PART 4 – TRANSFERS OF ASSETS OTHER THAN FOR FULL CONSIDERATION** – Please insert full details of any transfers of assets other than for full consideration to an asset locked body or for the benefit of the community. This must include the amount, or contain a fair estimate of the value, of such transfer. If this does not apply you must state that “no transfer of assets other than for full consideration has been made” below.

(Please continue on separate continuation sheet if necessary.)

## PART 5 – SIGNATORY

The original report must be signed by a director of the company

Signed

Date

**Please note that it is a legal requirement for the date format to be provided in full throughout the CIC34 report.**

**Applications will be rejected if this information is incorrect.**

You do not have to give any contact information in the box opposite but if you do, it will help the Registrar of Companies to contact you if there is a query on the form. The contact information that you give will be visible to searchers of the public record.

Email:	Tel:
DX Number	DX Exchange

**When you have completed the form, please attach it to the accounts and send both documents to the Registrar of Companies at:**

For companies registered in England, Scotland, Wales and Northern Ireland:

**Companies House, Crown Way, Cardiff, CF14 3UZ**

**DX 33050 Cardiff**

**Please ensure the company name is consistent with the company name entered on the accounts. (N.B. Please enclose a cheque for £15 payable to Companies House).**