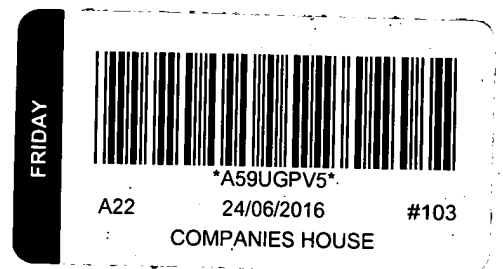


Company Registration No. 2122887 (England and Wales)

INSTANT OFFICE LIMITED
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2015



INSTANT OFFICE LIMITED

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Registered Office
86 Bondway London SW8 1SF

INSTANT OFFICE LIMITED

DIRECTORS' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2015

The Directors present their annual report and financial statements for the year ended 31 December 2015.

The Directors' Report has been prepared in accordance with the special provision relating to small companies under section 415a of the Companies Act 2006.

The Company has also taken advantage of the small companies' exemption from preparing a Strategic Report.

Principal activities

The principal activity of the Company continued to be that of property letting and property management.

Results and dividends

The results for the year are set out on page 6.

The Directors do not recommend payment of an ordinary dividend (2014: nil).

Directors

The Directors, who served throughout the year, were as follows:

Mr E H Klotz
Mr A G P Millet
Mr J H Whiteley
Mr F J Widlund
Mr S L Wigzell

Qualifying third-party indemnity provisions (as defined in section 234 of the Companies Act 2006) are in force for the benefit of the Directors who held office in 2015.

Auditors

In accordance with the Company's articles, a resolution proposing that Deloitte LLP be reappointed as auditors of the Company will be put at a General Meeting.

INSTANT OFFICE LIMITED

DIRECTORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2015

Statement of Directors' responsibilities

The Directors are responsible for preparing the Annual Report and financial statements in accordance with applicable law and regulations.

Company law requires the Directors to prepare financial statements for each financial year. Under that law the Directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law), including FRS 101 "Reduced Disclosure Framework". Under company law the Directors must not approve the financial statements unless they are satisfied that the financial statements give a true and fair view of the state of affairs of the Company and of the income statement of the Company for that period. In preparing these financial statements, the Directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Directors are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Statement of disclosure to auditors

Each Director in office at the date of approval of this annual report confirms that:

- so far as he is aware, there is no relevant audit information of which the Company's auditors are unaware; and
- he has taken all the steps that he ought to have taken as a Director in order to make himself aware of any relevant audit information and to establish that the Company's auditors are aware of that information.

This confirmation is given and should be interpreted in accordance with the provisions of section 418 of the Companies Act 2006.

INSTANT OFFICE LIMITED

DIRECTORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2015

Principal risks and uncertainties

The Directors consider there are a number of potential risks and uncertainties which could have a material impact on the Company's performance and could cause the actual results to differ materially from expected and historical results. Management and mitigation of these risks is the responsibility of the Directors of the Company. The principal risks and uncertainties facing the Company are broadly grouped as property investment risk, funding risk, political and economic risk and credit risk.

Property Investment Risk

A cyclical downturn in the property market, changes in the supply of space and/or occupier demand or overall poor asset management could have a negative impact on the cash flows, profitability and overall net asset value of the Company. To mitigate this risk, senior management has detailed knowledge of the market to which the Company operates through years of experience within the industry. Furthermore the Company has property managers who actively monitor the performance of the investment properties on a daily basis and report to management on a weekly basis.

Funding Risk

An adverse interest rate movement or breach in borrowing covenants may have a detrimental effect on the ability of the Company to meet its financial obligations. In order to mitigate this risk, the Group's treasury function closely monitors the performance of the Company on a daily basis and looks to limit its exposure through various financial hedging instruments.

Political and Economic Risk

The potential exit of the United Kingdom from the European Union remains an adverse risk to the overall economy, which may impact net asset values and profitability. It is the Directors' view that the United Kingdom's economy remains sufficiently robust to weather any immediate adverse economic effects should this event occur.

Credit risk

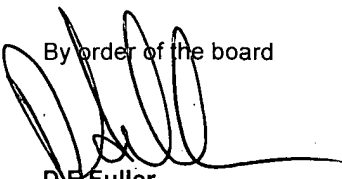
This is the risk that our tenants fail to meet their financial obligations which would have an adverse effect on the Company's cash flows. The Company's policies are aimed at minimising such losses, and require that terms are only granted to tenants who demonstrate an appropriate payment history and credit worthiness.

Further discussion of these risks and uncertainties, in the context of the Group as a whole, is provided in the Group's annual report which does not form part of this report and can be found on www.cls Holdings.com.

Going concern

The Directors have at the time of approving the financial statements, a reasonable expectation that the Company has adequate resources to continue in operational existence for the foreseeable future despite the net liability position as at 31 December 2015. The Directors are in receipt of an unequivocal letter of support from the Parent Company confirming that sufficient funds will be available to ensure all liabilities are met as they fall due for a period of 12 months from the date of approval of the financial statements, so long as the Company is a wholly owned direct or indirect subsidiary of its current ultimate parent company (note 15). The Directors do not expect that the ownership of the Company will change in the foreseeable future and thus continue to adopt the going concern basis of accounting in preparing the financial statements.

By order of the board



D.P. Fuller
Secretary

22 June 2016

INSTANT OFFICE LIMITED

INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF INSTANT OFFICE LIMITED

We have audited the financial statements of Instant Office Limited for the year ended 31 December 2015 which comprise the Income Statement, the Balance Sheet, the Statement of Changes in Equity and the related notes 1 to 16. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 101 'Reduced Disclosure Framework'.

This report is made solely to the Company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Company and the Company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of Directors and auditors

As explained more fully in the Statement of Directors' Responsibilities, the Directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the annual report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the Company's affairs as at 31 December 2015 and of its profit for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

INSTANT OFFICE LIMITED

INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE MEMBERS OF INSTANT OFFICE LIMITED

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- the directors were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Directors' Report; or
- we have not received all the information and explanations we require for our audit.



Mark Beddy FCA (Senior Statutory Auditor)
for and on behalf of Deloitte LLP
Chartered Accountants and Statutory Auditor
London, United Kingdom
22 June 2016

INSTANT OFFICE LIMITED

INCOME STATEMENT

FOR THE YEAR ENDED 31 DECEMBER 2015

	Notes	2015 £	2014 £
Revenue	4	1,582,010	1,478,740
Service charge expenditure		(402,046)	(598,762)
Net rental income		<u>1,179,964</u>	<u>879,978</u>
Administrative expenses		(1,030,363)	(980,647)
Operating profit/(loss)	5	<u>149,601</u>	<u>(100,669)</u>
Interest payable	8	(116,564)	(104,384)
Profit/(loss) before taxation		<u>33,037</u>	<u>(205,053)</u>
Tax on profit/(loss) on ordinary activities	9	31,405	52,219
Profit/(loss) for the financial year		<u><u>64,442</u></u>	<u><u>(152,834)</u></u>

The income statement has been prepared on the basis that all operations are continuing operations.

There were no items of other comprehensive income other than those stated above for either period and consequently no statement of other comprehensive income is presented.

The notes on pages 9 to 18 form part of these financial statements

INSTANT OFFICE LIMITED

BALANCE SHEET

AS AT 31 DECEMBER 2015

	Notes	2015 £	2014 £
Fixed assets			
Property, plant and equipment	10	70,977	93,586
Current assets			
Deferred tax asset	13	58,414	33,547
Other receivables	11	380,308	346,617
Taxation		130,140	123,601
Cash at bank and in hand		53,239	27,757
		622,101	531,522
Current liabilities			
Trade and other payables	12	(4,074,764)	(517,662)
Net current (liabilities)/assets		(3,452,663)	13,860
Non-current liabilities			
Trade and other payables	12	-	(3,553,574)
Net liabilities		(3,381,686)	(3,446,128)
Equity			
Called up share capital	14	500,000	500,000
Retained earnings		(3,881,686)	(3,946,128)
Total equity		(3,381,686)	(3,446,128)

The financial statements were approved by the Board of Directors and authorised for issue on 22 June 2016
Signed on its behalf by:



Mr J H Whiteley
Director

Company Registration No. 2122887

INSTANT OFFICE LIMITED

STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 31 DECEMBER 2015

	Share capital £	Retained earnings £	Total £
Balance at 1 January 2014	500,000	(3,793,294)	(3,293,294)
Loss for the year	-	(152,834)	(152,834)
Balance at 31 December 2014	500,000	(3,946,128)	(3,446,128)
Profit for the year	-	64,442	64,442
Balance at 31 December 2015	500,000	(3,881,686)	(3,381,686)

INSTANT OFFICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2015

1 Accounting policies

1.1 Accounting convention

The Company meets the definition of a qualifying entity under Financial Reporting Standard 101 (FRS 101) issued by the Financial Reporting Council. Accordingly, in the year ended 31 December 2015 the Company has changed its accounting framework from pre-2015 UK GAAP to FRS 101 as issued by the Financial Reporting Council and has, in doing so, applied the requirements of IFRS 1.6-33 and related appendices. These financial statements were prepared in accordance with FRS 101 'Reduced Disclosure Framework' as issued by the Financial Reporting Council. There has been no material effect on prior year financial statements with the adoption of FRS 101 in the current year.

The financial statements have been prepared on the historical cost basis. The principal accounting policies adopted are set out below.

As permitted by FRS 101, the Company has taken advantage of the disclosure exemptions available under that standard in relation to share based payments, financial instruments, capital management, presentation of a cash flow statement, presentation of comparative information in respect of certain assets, standards not yet effective, impairment of assets, business combinations, discontinued operations and related party transactions.

Where required, equivalent disclosures are given in the Group accounts of the ultimate parent company, the Group accounts of which are available to the public and can be obtained as set out in note 16.

1.2 Going concern

At the time of approving the financial statements, the Directors have a reasonable expectation that the Company has adequate resources to continue in operational existence for the foreseeable future despite the net liability position at 31 December 2015. The Directors are in receipt of an unequivocal letter of support from the Parent Company confirming that sufficient funds will be available to ensure all liabilities are met as they fall due for a period of 12 months from the date of approval of the financial statements, so long as the Company is a wholly owned direct or indirect subsidiary of its current ultimate parent company (note 15). The Directors do not expect that the ownership of the Company will change in the foreseeable future and thus continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Revenue

Revenue comprises the total value of rents from operating leases and is recognised on a straight-line basis over the lease term. The cost of incentives is recognised over the lease term, on a straight-line basis, as a reduction of rental income. Rents received in advance are shown as deferred income.

Service charge income

Service charge income is recognised on a gross basis in the accounting period in which the services are rendered.

1.4 Property, plant and equipment

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	25%
Office Equipment	25%

The gain or loss arising on the disposal or retirement of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the income statement.

INSTANT OFFICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2015

1 Accounting policies

(Continued)

The Company assesses, at each reporting date, whether there is an indication that an asset may be impaired. If any indication exists, the Company estimates the asset's recoverable amount. When the carrying amount of an asset exceeds its recoverable amount, the asset is considered impaired and is written down to its recoverable amount through the Income Statement.

1.5 Fair value measurement

IFRS 13 establishes a single source of guidance for all fair value measurements. IFRS 13 does not change when an entity is required to use fair value, but rather provides guidance on how to measure fair value under IFRS when fair value is required or permitted. The Company is exempt under FRS 101 from the disclosure requirements of IFRS 13. There was no impact on the Company from the adoption of IFRS 13.

1.6 Cash and cash equivalents

Cash and cash equivalents comprise cash in hand, demand deposits and other short-term highly liquid investments which are readily convertible to a known amount of cash and are subject to an insignificant risk of changes in value.

1.7 Financial assets

Financial assets are recognised in the Company's Balance Sheet when the Company becomes party to the contractual provisions of the instrument.

Financial assets are classified into specified categories. The classification depends on the nature and purpose of the financial assets and is determined at the time of recognition.

Financial assets are initially measured at fair value plus transaction costs, other than those classified as fair value through profit and loss, which are measured at fair value.

Receivables

Trade and other receivables are recognised initially at fair value. An impairment provision is created where there is objective evidence that the Company will not be able to collect the receivable in full.

Impairment of financial assets

Financial assets, other than those at Fair Value Through Profit and Loss, are assessed for indicators of impairment at each balance sheet date.

Financial assets are impaired where there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows of the investment have been affected.

Derecognition of financial assets

Financial assets are derecognised only when the contractual rights to the cash flows from the asset expire, or when it transfers the financial asset and substantially all the risks and rewards of ownership to another entity.

1.8 Financial liabilities

Financial liabilities are classified as either financial liabilities at Fair Value Through Profit or Loss or other financial liabilities. Trade and other payables are stated at cost, which equates to fair value.

INSTANT OFFICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2015

1 Accounting policies

(Continued)

Other financial liabilities

Other financial liabilities, including borrowings, are initially measured at fair value, net of transaction costs. They are subsequently measured at amortised cost using the effective interest method, with interest expense recognised on an effective yield basis.

The effective interest method is a method of calculating the amortised cost of a financial liability and of allocating interest expense over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash payments through the expected life of the financial liability to the net carrying amount on initial recognition.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Company's obligations are discharged or cancelled, or when they expire.

1.9 Equity instruments

Equity instruments issued by the Company are recorded at the proceeds received, net of direct issue costs.

1.10 Taxation

The tax expense represents the sum of the tax currently payable and deferred tax.

Current tax

Current tax is based on taxable profit for the year and is calculated using tax rates that have been enacted or substantively enacted by the balance sheet date.

Deferred tax

The amount of deferred tax provided is based on the expected manner of realisation or settlement of the carrying amount of assets and liabilities, and is calculated using rates that are expected to apply in the period when the liability is settled or the asset is realised, in the tax jurisdiction in which the temporary differences arise. Deferred tax is charged or credited in arriving at profit after tax, except when it relates to items recognised in other comprehensive income, in which case the deferred tax is also recognised in other comprehensive income.

Deferred tax assets are recognised only to the extent that it is probable that future taxable profits will be available against which the assets can be used. The deferred tax assets and liabilities are only offset if they relate to income taxes levied by the same taxation authority, there is a legally enforceable right of set-off and the Company intends to settle its current tax assets and liabilities on a net basis.

1.11 Leases

Leases are classified as finance leases whenever the terms of the lease transfer substantially all the risks and rewards of ownership to the lessees. All other leases are classified as operating leases.

Rentals payable under operating leases, less any lease incentives received, are charged to income on a straight line basis over the term of the relevant lease except where another more systematic basis is more representative of the time pattern in which economic benefits from the lease asset are consumed.

INSTANT OFFICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2015

2 Adoption of new and revised standards and changes in accounting policies

Standards which are in issue but not yet effective

At the date of authorisation of these financial statements, the following Standards and Interpretations, which have not yet been applied in these financial statements, were in issue but not yet effective (and in some cases had not yet been adopted by the EU):

- IFRS 9 Financial Instruments (2009, 2010 and 2014)
- IFRS 15 Revenue from Contracts with Customers
- IFRS 16 Leases
- Defined Benefit Plans: Employee Contributions (Amendments to IAS 19)
- Accounting for Acquisitions of Interests in Joint Operations (Amendments to IFRS 11)
- Clarification of Acceptable Methods of Depreciation and Amortisation (Amendments to IAS 16 and IAS 38)
- Agriculture: Bearer Plants (Amendments to IAS 16 and IAS 41)
- Equity Method in Separate Financial Statements (Amendments to IAS 27)
- Sale or Contribution of Assets between an Investor and its Associate or Joint Venture (Amendments to IFRS 10 and IAS 28)
- Disclosure Initiative (Amendments to IAS 1)
- Investment Entities: Applying the Consolidation Exception (Amendments to IFRS 10, IFRS 12 and IAS 28)
- Recognition of Deferred Tax Assets for Unrealised Losses (Amendments to IAS 12)
- Disclosure Initiative (Amendments to IAS 7)
- Annual Improvements to IFRSs: 2010-2012 Cycle
- Annual Improvements to IFRSs: 2012-2014 Cycle

These pronouncements, when applied, either will result in changes to presentation and disclosure, or are not expected to have a material impact on the financial statements, apart from IFRS 15 and IFRS 9. In respect of IFRS 15, the Company is undertaking an assessment of the impact of this standard. In respect of IFRS 9, it is not practical to provide an estimate of the effect of this standard until it is effective.

3 Critical accounting estimates and judgements

In the application of the Company's accounting policies, the Directors are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised, if the revision affects only that period, or are recognised in the period of the revision and future periods if the revision affects both current and future periods.

There are no estimates and assumptions which have a significant risk of causing material adjustment to the carrying amount of assets and liabilities.

INSTANT OFFICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2015

4 Revenue

An analysis of the Company's revenue is as follows:

	2015 £	2014 £
Rental income	1,455,361	1,346,050
Other income	126,649	132,690
	<u>1,582,010</u>	<u>1,478,740</u>

Geographical market

Revenue arose wholly within the United Kingdom.

5 Operating profit/(loss) for the year

	2015 £	2014 £
Operating profit/(loss) for the year is stated after charging/(crediting) Depreciation of property, plant and equipment	<u>45,029</u>	<u>46,580</u>

6 Auditors' remuneration

The analysis of auditor's remuneration is as follows:

	2015 £	2014 £
Fees payable to the Company's auditors for the audit of the Company's annual accounts	<u>4,000</u>	<u>4,000</u>

No fees were payable to Deloitte LLP and its associates for non-audit services to the Company during the current or preceding year.

INSTANT OFFICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2015

7 Employees

The average monthly number of employees (including non-executive directors) were:

	2015 Number	2014 Number
Employees	<u>1</u>	<u>4</u>
Employment costs	2015	2014
	£	£
Wages and salaries	167,007	111,692
Social security costs	5,880	15,414
Pension costs	8,586	8,150
	<u>181,473</u>	<u>135,256</u>

No fees or other emoluments were paid to the Directors of the Company during either the current or preceding year in respect of their service to the Company. The Directors are paid by another entity within the ultimate parent company's group.

8 Interest payable	2015 £	2014 £
Intercompany interest payable	<u>116,564</u>	<u>104,384</u>

INSTANT OFFICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2015

9 Income tax expense	2015	2014
	£	£
Corporation tax		
Current year	(6,538)	(49,102)
Deferred tax		
Origination and reversal of temporary differences	(24,867)	(3,117)
Total tax charge/(credit)	<u>(31,405)</u>	<u>(52,219)</u>

The tax charge/(credit) for the year can be reconciled to the profit/(loss) on ordinary activities as follows:

	2015	2014
	£	£
Profit/(loss) on ordinary activities before taxation	<u>33,037</u>	<u>(205,053)</u>
Profit/(loss) on ordinary activities before taxation multiplied by weighted average rate of UK corporation tax of 20.25% (2014: 21.50%)	6,690	(44,086)
Taxation impact of factors affecting tax charge:		
Non-taxable income	-	(7,782)
Adjustment in respect of prior years	(3,626)	-
Change in tax rate	3,502	(351)
Re-recognition of brought forward losses	<u>(37,971)</u>	<u>-</u>
Tax charge/(credit) for the year	<u>(31,405)</u>	<u>(52,219)</u>

The rate of UK corporation tax for the financial year beginning 1 April 2014 was 21%. This fell to 20% on 1 April 2015 and the weighted corporation tax rate for the year ended 2015 was therefore 20.25% (2014: 21.5%). Deferred tax has been calculated at a rate of 18% being the rate applicable from 1 April 2015 under legislation substantively enacted at the balance sheet date.

INSTANT OFFICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2015

10 Property, plant and equipment

	Fixtures and fittings £	Office Equipment £	Total £
Cost			
At 31 December 2014	249,925	98,882	348,807
Additions	22,320	100	22,420
At 31 December 2015	<u>272,245</u>	<u>98,982</u>	<u>371,227</u>
Accumulated depreciation/impairment			
At 31 December 2014	162,704	92,517	255,221
Charge for the year	42,127	2,902	45,029
At 31 December 2015	<u>204,831</u>	<u>95,419</u>	<u>300,250</u>
Carrying amount			
At 31 December 2015	<u>67,414</u>	<u>3,563</u>	<u>70,977</u>
At 31 December 2014	<u>87,221</u>	<u>6,365</u>	<u>93,586</u>

11 Trade and other receivables

	2015 £	2014 £
Trade receivables	-	9,208
Other receivables	58,853	11,625
Amounts due from fellow group undertakings	93,080	-
Prepayments	228,375	325,784
	<u>380,308</u>	<u>346,617</u>

12 Trade and other payables

	Current		Non-current	
	2015 £	2014 £	2015 £	2014 £
Trade payables	33,271	1,160	-	-
Amounts due to fellow group undertakings	3,803,574	307,795	-	3,553,574
Accruals	14,087	24,263	-	-
Other payables	223,832	184,444	-	-
	<u>4,074,764</u>	<u>517,662</u>	<u>-</u>	<u>3,553,574</u>

Creditors include a balance for £3,803,574 (2014: £3,553,574) due to a fellow group undertaking. The loan is due for repayment on 30 June 2016. Interest charged on the loan is at a rate of LIBOR plus a margin of 2.5% (2014: LIBOR plus a margin of 2.5%).

INSTANT OFFICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2015

13 Deferred taxation

The following are the major deferred tax liabilities and assets recognised by the Company and movements thereon during the current and prior reporting period.

	UK Capital Allowances £	Tax Losses £	Total £
Deferred tax asset at 1 January 2014	(30,430)	-	(30,430)
Deferred tax movements in prior year			
Credit to profit or loss	(3,117)	-	(3,117)
Deferred tax asset at 1 January 2015	(33,547)	-	(33,547)
Deferred tax movements in current year			
Charge/(credit) to profit or loss	13,104	(37,971)	(24,867)
Deferred tax asset at 31 December 2015	(20,443)	(37,971)	(58,414)

Deferred tax assets and liabilities are offset where the Company has a legally enforceable right to do so.

	2015 £	2014 £
Deferred tax assets	(58,414)	(33,547)

Deferred tax assets are recognised to the extent that the realisation of the related tax benefit through future taxable profits is probable.

14 Share capital

	2015 £	2014 £
Authorised, issued and fully paid 500,000 Ordinary shares of £1 each	500,000	500,000

INSTANT OFFICE LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2015

15 Operating leases commitments

Lessee

Amounts recognised in profit or loss as an expense during the period in respect of operating lease arrangements are as follows:

	2015 £	2014 £
Minimum lease payments under operating leases	(649,103)	(710,000)

At the reporting end date the Company had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	Land and buildings	
	2015 £	2014 £
Within one year	45,103	-
Between two and five years	288,000	394,000
In over five years	316,000	316,000
	<u>649,103</u>	<u>710,000</u>

16 Controlling party

The Directors consider that the immediate and ultimate parent undertaking and controlling party is CLS Holdings plc, which is incorporated in Great Britain. The financial statements of the Company are consolidated into the CLS Holdings plc group accounts for the year ended 31 December 2015, being the largest and only Group into which the Company's financial statements are consolidated. Copies of the Group financial statements are publicly available and may be obtained from The Secretary, CLS Holdings plc, 86 Bondway, London, SW8 1SF.