

# **PARTIAL EXEMPTION**

**D SMITH  
ABC LTD  
6<sup>th</sup> FLOOR AMP HOUSE  
DINGWALL ROAD  
CROYDON  
CRO 2LX**

**VAT Report For the Period ended 30<sup>th</sup> APRIL 2016**

**Vat Registration No. 111 1111 11**

**Please retain enclosed original documents in a safe place for future reference.**

**Check the Purchase Day Book. We have referenced all entries.  
Check the mark up's we have used for your Direct Calculation.  
Check the Suppliers Transaction Report.  
Check the Sales Figures.**

**If you have any queries, please contact us by post fax or phone  
in order that we can make the necessary changes.**

**Please note we will make the necessary amendments as soon as you notify us,  
in this Vat Return or alternatively in the next Vat Return.**

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**VALUE ADDED TAX RETURN**

Date: 27/06/2016  
Time: 18:06:46

**1111 ABC LTD**  
**VAT Return**

Page: 1

Date From: 01/02/2016  
Date To: 30/04/2016

Inc Current Reconciled: No  
Inc Earlier Unreconciled: No

**Transaction Number Analysis**

Number of reconciled transactions included	0
Number of unreconciled transactions included (within date range)	14
Number of unreconciled transactions included (prior to date range)	0
Total number of transactions included	14

VAT due in this period on sales	1	430.00
VAT due in this period on EC acquisitions	2	0.00
Total VAT due (sum of boxes 1 and 2)	3	430.00
VAT reclaimed in this period on purchases	4	27.11
Net VAT to be paid to Customs or reclaimed by you	5	402.89
Total value of sales, excluding VAT	6	24,250.00
Total value of purchases, excluding VAT	7	1,887.74
Total value of EC sales, excluding VAT	8	0.00
Total value of EC purchases, excluding VAT	9	0.00

**VAT STANDARD METHOD PARTIAL EXEMPTION CALCULATION**

ABC LTD (Enter name of taxable person)

CALCULATION FOR THE 1 MONTH PERIOD ENDING 30-Apr-16 (Insert 1, 3 or 12) (dd/mm/yy)

**STEP 1 - ATTRIBUTION OF INPUT TAX**

Input tax wholly used for taxable supplies (A) 0.00  
 Input tax wholly used for exempt supplies (B) 0.00  
 Input tax used for taxable and exempt supplies (i.e. overheads) (C) 301.21  
 Total input tax (D) 301.21

**STEP 2 - TURNOVER**

Taxable turnover (Standard reduced and zero rate sales) 2,150  
 Exempt turnover 22,100  
 Total turnover 24,250  
 Turnover ratio (taxable turnover / total turnover) (rounded up) (E) 9.00%

**STEP 3 - COMPLETING THIS RETURN**

Deductible input tax for this period, to be entered in Box 4 of (G) or (D) if de minimis limits not exceeded (L) 27.11

**STEP 4 - ANNUAL ADJUSTMENT (OPTIONAL)**

Enter input tax actually deducted for the year (M) 625.00  
 Difference between L and M (N) 0.00  
 (to be entered as an adjustment on the next VAT return for the following year or last for this year)

**THE DE MINIMIS TESTS**

Overhead input tax multiplied by the turnover ratio (C x E) (F) 27.11  
 Total deductible tax (A + F) (G) 27.11  
 (b) overhead input tax less deductible proportion (C - F) (H) 274.10  
 Total non-deductible input tax (B + H) (I) 274.10  
 (a) Is total input tax no more than £925 pm on average? (J) YES  
 (b) Are exempt supplies no more than 50% of total turnover? (K) NO  
 (c) Is Test 1 passed? (L) FAIL  
 (a) Is total less taxable input tax no more than £625 pm average? (M) YES  
 (b) Are exempt supplies no more than 50% of total turnover? (N) NO  
 (c) Is Test 2 passed? (O) FAIL  
**TEST 3**  
 Cash value of de minimis limits for this period (P) 625.00  
 50% of total input tax (Q) 150.61  
 Is Test 3 passed? (R) FAIL

**VAT WORKING &  
MANAGEMENT INFORMATION**

**PARTIAL EXEMPTION VAT CALCULATION**

CLIENT : ABC LTD

CLIENT No. : 1111

Q/ENDED : 30-Apr-16

	<u>Net</u>	<u>VAT</u>	<u>Gross</u>	
<u>OUTPUT</u>	£	£	£	
Gross Takings - STD Rate 20%	2,150.00	430.00	2,580.00	
Gross Takings - 5% Rate	0.00	0.00	0.00	
Gross Takings - ZERO Rate	22,100.00	0.00	22,100.00	
Retail Takings :	24,250.00	430.00	24,680.00	
Commissions from non Retail Takings :	0.00	0.00	0.00	
Total Takings :	24,250.00	430.00	24,680.00	
Exempt Input Tax :	274.10	(274.10)	0.00	
Daybook :	1,613.64	301.21	1,914.85	
<u>INPUT</u>	Daybook :	1,887.74	27.11	1,914.85
Amount payable to HM Customs & Excise :			<b>£ 402.89</b>	



**SUMMARY OF DOCUMENTS RECEIVED**

Records Received:

Period : Q/E : Feb - Mar - Apr '16

Client No: 1111

Client Name : ABC LTD

Sales: Takings: Commission Earned

Daily Takings/Sales using our standard forms

Daily Takings/Sales using client format

period -

period Q/E : Apr '16 Item ref no: 01  
(Invoices)

Daily Schedule of Non Stock Income using

Daily Schedule of Non Stock Income using

our standard forms; Period -

client format; Period - Item ref no: -

Purchases

Purchase / Expenses Invoices: Period:

Q/E : Apr '16

Number: 02

Approximate number of total purchases / nominal expense invoice received

Approx  
Number

Petty Cash Book: Period:

-

Item ref: -

Petty Cash payments: Period:

-

Item ref no: -

List of Creditors at end of period:

YES

NO

Other Information received this vat period

**04** *General Letters*

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Prepared by: Mitul P

Date: 31-May-16

Total Items

Despatched by: -

Date: -

Total Items





Drawing

N.A.

The Drawing you have given us This Vat Period

MONTH	J	F	M	A	M	J	JY	A	S	O	N	D

It is very important you declare all your drawings as it justifies your living standards. Generally living standards are considered to be all your personal & family expenses such as mortgage, electricity, gas, water rates, income tax & nic, all insurance policies, private motor expenses, TV licence, satellite, school fees, holidays, all credit card payments, all items bought for household such as furniture, computers, electrical appliances, pocket money.... plus a further £ 3000 for food and clothing for a family of 4.

Remember, you do not pay Tax on Drawings .....you pay Tax on Profits

Wages/PAYE records for the year N.A.

Please advise us of wages you have paid out for full time staff; family members; and casual labour. Please send us records of wages paid to your employees. If you are operating PAYE scheme we need to see the P11 cards for each employee or your monthly PAYE

	J	F	M	A	M	J	JY	A	S	O	N	D
Full Time Staff/Regular Staff												
Family Members												
Casual Labour												
Please state any other PAYE income of the Partners												

Personal Consumption N.A.

You have stated your own personal consumption of stock at selling prices from your business in value terms for this period.

MONTH	J	F	M	A	M	J	JY	A	S	O	N	D

Taxation

N.A.

You have provided us the following taxation documents this period

Documents	Yes / No	No of Documents
HMRC		
Dividend		
Interest received		
Employment		
Rent		
Other Income		
Pension		
Interest paid certificates, etc.		
Miscellaneous		

**SALES – TAKINGS DECLARED**

**TAKINGS AS CONFIRMED: £ 24,680.00 SEE ATTACHED**

CLIENT : ABC LTD		CLIENT NO : 1111				
DATE	PARTICULARS	DOC.NO.	NET	VAT	GROSS	DETAILS
29-Feb-16	SUSAN NEAL-COLLEGE OF HARINGEY,ENFIELD & NORT	614	5,100.00	-	5,100.00	Forklift Training
29-Feb-16	SUSAN NEAL-COLLEGE OF HARINGEY,ENFIELD & NORT	615	4,420.00	-	4,420.00	Forklift Training
	MISSING	616	-	-	-	
14-Mar-16	SUSAN NEAL-COLLEGE OF HARINGEY,ENFIELD & NORT	617	6,460.00	-	6,460.00	Forklift Training
14-Mar-16	SUSAN NEAL-COLLEGE OF HARINGEY,ENFIELD & NORT	618	6,120.00	-	6,120.00	Forklift Training
15-Mar-16	COLE & SON - CRAIG GODDARD	619	250.00	50.00	300.00	Forklift Training
	MISSING	620	-	-	-	
30-Mar-16	J.D MCCOUGALL LTD	622	350.00	70.00	420.00	Counter Balance forklift Operator training
	MISSING	623	-	-	-	
	MISSING	624	-	-	-	
	MISSING	625	-	-	-	
07-Apr-16	EDMUNDSON ELECTRICAL LTD	626	750.00	150.00	900.00	Counter Balance Reach refresher training
	MISSING	627	-	-	-	
11-Apr-16	CROWN FLOORING LTD	628	450.00	90.00	540.00	Counter Balance forklift Operator training
	MISSING	629	-	-	-	
12-Apr-16	SEETEC-ALBANY HOUSE	630	350.00	70.00	420.00	Counter Balance Reach refresher training
			24,250.00	430.00	24,680.00	
	TOTAL					
	NET		24,250.00			
	VAT		430.00			
	GROSS		24,680.00			
	G Total :					
	£		24,680.00			
	TAXABLE TURNOVER		2,150.00	430.00	2,580.00	
	EXEMPT TURNOVER		22,100.00	-	22,100.00	
			24,250.00	430.00	24,680.00	



CLIENT : ABC LTD

CLIENT No. : 1111

Q/ENDED : 30-Apr-16

Takings Given by Client 24,680.00

Non Retail Items Included In Takings		Items Not Included In Takings	
Particulars	Amount	Particulars	Amount
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
<b>Total</b>	<u>0.00</u>	<b>Total</b>	<u>0.00</u>
Net Takings Confirmed by Client	24,680.00		
Personal Consumption	<u>0.00</u>		
	<u>24,680.00</u>		
		0.00	

Particulars	Actual	Expected		
	100%	16%	18%	20%
Net sales excl VAT	24,250.00	0.00	0.00	0.00
Net Purchase Excluding VAT	0	0	0	0

27/06/2016  
18:04

4041 APR- 2016 (Partial Exemption)

**PURCHASE DAY BOOK THIS PERIOD**

Date: 27/06/2016  
Time: 18:07:59

1111 ABC LTD

1 Purchase Ledger Daybook (Invs & C/Notes)

Date From: 01/02/2016  
Date To: 30/04/2016  
Transaction From: 1  
Transaction To: 99999999  
Dept From: 0  
Dept To: 999

Supplier From:  
Supplier To: ZZZZZZZZ  
N/C From:  
N/C To: 99999999

<u>Tran No.</u>	<u>Tp</u>	<u>Inv Ref</u>	<u>Date</u>	<u>A/C Ref and A/C Name</u>	<u>N/C</u>	<u>Net Amount</u>	<u>Tax Amount</u>	<u>Gross Amount</u>
1	PI	001	27/04/2016	AME001 AMERICAN EXPRESS	7905	39.90	0.00	39.90
2	PI	002	30/04/2016	DOS001 DOSHI & CO	7601	400.00	0.00	400.00
3	PI	003	31/03/2016	EDE001 EDEN SPRINGS (UK) LTD	7700	209.95	0.00	209.95
4	PI	004	15/02/2016	GRA001 GRAPHIC STATION	7500	76.80	0.00	76.80
5	PI	005-006	21/04/2016	INF001 INFORMATION COMMISSIONER'S OFF	8201	35.00	0.00	35.00
6	PI	007	04/04/2016	LOC002 THE LOCAL PLUMBERS	7800	153.00	0.00	153.00
7	PI	008	26/02/2016	MIL001 MILLMARK ELECTRICAL SOLUTIONS	7800	158.14	5.36	163.50
8	PI	009	24/02/2016	MOR001 MOORES FORKLIFTS LTD	7401	264.00	0.00	264.00
9	PI	010	24/02/2016	MOR001 MOORES FORKLIFTS LTD	7401	264.00	0.00	264.00
10	PI	011	26/04/2016	PET001 PETROL EXPENSE	7300	40.35	0.00	40.35
11	PI	012	26/04/2016	POS001 POST OFFICE LTD	7501	7.35	0.00	7.35
12	PI	013	21/03/2016	TIL002 TILBURY GARAGE LTD	7301	130.50	0.00	130.50
13	PI	014	21/03/2016	TIL002 TILBURY GARAGE LTD	7301	108.75	21.75	130.50
<u>Totals</u>						1,887.74	27.11	1,914.85

**NOMINAL EXPENDITURE ITEMS DECLARED**

THE ITEMS LISTED BELOW ARE YOUR NOMINAL EXPENDITURE AS DECLARED BY YOU IN THIS QUARTER. WE REQUEST THAT YOU CHECK AND INFORM US OF ANY ERRORS OR ADJUSTMENTS.

PLEASE REMEMBER TO DECLARE ALL YOUR EXPENDITURE ITEMS AS IT WILL REDUCE YOUR INCOME TAX & VAT.

Date: 27/06/2016  
 Time: 18:08:15

1111 ABC LTD

Nominal Activity (with A/C Ref.) - Without opening balances.

Nominal Code From 5001                      Transaction Number From 1                      Date From 01022016  
 Nominal Code To 99999999                      Transaction Number To 99999999                      Date To 30042016

N/C: 7300                      Name: Fuel and Oil

<u>No</u>	<u>Tp</u>	<u>Date</u>	<u>A/C</u>	<u>Refn</u>	<u>Details</u>	<u>Value</u>	<u>Debit</u>	<u>Credit</u>
10	PI	26/04/2016	PET001	011		40.35	40.35	
							<u>40.35</u>	

N/C: 7301                      Name: Repairs and Servicing

<u>No</u>	<u>Tp</u>	<u>Date</u>	<u>A/C</u>	<u>Refn</u>	<u>Details</u>	<u>Value</u>	<u>Debit</u>	<u>Credit</u>
12	PI	21/03/2016	TIL002	013		130.50	130.50	
13	PI	21/03/2016	TIL002	014		108.75	108.75	
							<u>239.25</u>	

N/C: 7401                      Name: Car Hire

<u>No</u>	<u>Tp</u>	<u>Date</u>	<u>A/C</u>	<u>Refn</u>	<u>Details</u>	<u>Value</u>	<u>Debit</u>	<u>Credit</u>
8	PI	24/02/2016	MOR001	009	21852	264.00	264.00	
9	PI	24/02/2016	MOR001	010	21853	264.00	264.00	
							<u>528.00</u>	

N/C: 7500                      Name: Printing

<u>No</u>	<u>Tp</u>	<u>Date</u>	<u>A/C</u>	<u>Refn</u>	<u>Details</u>	<u>Value</u>	<u>Debit</u>	<u>Credit</u>
4	PI	15/02/2016	GRA001	004		76.80	76.80	
							<u>76.80</u>	

N/C: 7501                      Name: Postage and Carriage

<u>No</u>	<u>Tp</u>	<u>Date</u>	<u>A/C</u>	<u>Refn</u>	<u>Details</u>	<u>Value</u>	<u>Debit</u>	<u>Credit</u>
11	PI	26/04/2016	POS001	012		7.35	7.35	
							<u>7.35</u>	

N/C: 7601                      Name: Audit and Accountancy Fees

<u>No</u>	<u>Tp</u>	<u>Date</u>	<u>A/C</u>	<u>Refn</u>	<u>Details</u>	<u>Value</u>	<u>Debit</u>	<u>Credit</u>
2	PI	30/04/2016	DOS001	002		400.00	400.00	
							<u>400.00</u>	

N/C: 7700                      Name: Equipment Hire

<u>No</u>	<u>Tp</u>	<u>Date</u>	<u>A/C</u>	<u>Refn</u>	<u>Details</u>	<u>Value</u>	<u>Debit</u>	<u>Credit</u>
3	PI	31/03/2016	EDE001	003		209.95	209.95	
							<u>209.95</u>	

N/C: 7800                      Name: Repairs and Renewals

<u>No</u>	<u>Tp</u>	<u>Date</u>	<u>A/C</u>	<u>Refn</u>	<u>Details</u>	<u>Value</u>	<u>Debit</u>	<u>Credit</u>
6	PI	04/04/2016	LOC002	007		153.00	153.00	
7	PI	26/02/2016	MIL001	008		158.14	158.14	
							<u>311.14</u>	

N/C: 7905                      Name: Credit Charges

<u>No</u>	<u>Tp</u>	<u>Date</u>	<u>A/C</u>	<u>Refn</u>	<u>Details</u>	<u>Value</u>	<u>Debit</u>	<u>Credit</u>
1	PI	27/04/2016	AME001	001		39.90	39.90	
							<u>39.90</u>	

N/C: 8201                      Name: Subscriptions

<u>No</u>	<u>Tp</u>	<u>Date</u>	<u>A/C</u>	<u>Refn</u>	<u>Details</u>	<u>Value</u>	<u>Debit</u>	<u>Credit</u>
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Date: 27/06/2016  
Time: 18:08:15

1111 ABC LTD

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Nominal Activity (with A/C Ref.) - Without opening balances.

5	PI	21/04/2016	INF001	005-006	35.00	35.00
						<u>35.00</u>

**PURCHASE TRANSACTIONS THIS PERIOD**



2 P/L VAT Transactions by Supplier Account

<u>Account Ref</u>	<u>Name</u>	<u>Type</u>	<u>Inv Ref</u>	<u>Tran Number</u>	<u>Date</u>	<u>Nominal Code</u>	<u>Net Amount</u>	<u>Tax Code</u>	<u>Tax Amount</u>	<u>Gross Amount</u>
AME001	AMERICAN EXPRESS	PI	001	1	27/04/2016	7905	39.90	T0	0.00	39.90
					<u>Account Total</u>		<u>39.90</u>		<u>0.00</u>	<u>39.90</u>
DOS001	DOSHI & CO	PI	002	2	30/04/2016	7601	400.00	T5	0.00	400.00
					<u>Account Total</u>		<u>400.00</u>		<u>0.00</u>	<u>400.00</u>
EDE001	EDEN SPRINGS (UK) LTD	PI	003	3	31/03/2016	7700	209.95	T5	0.00	209.95
					<u>Account Total</u>		<u>209.95</u>		<u>0.00</u>	<u>209.95</u>
GRA001	GRAPHIC STATION	PI	004	4	15/02/2016	7500	76.80	T5	0.00	76.80
					<u>Account Total</u>		<u>76.80</u>		<u>0.00</u>	<u>76.80</u>
INF001	INFORMATION COMMISSIONER'S OFFICE	PI	005-006	5	21/04/2016	8201	35.00	T0	0.00	35.00
					<u>Account Total</u>		<u>35.00</u>		<u>0.00</u>	<u>35.00</u>
LOC002	THE LOCAL PLUMBERS	PI	007	6	04/04/2016	7800	153.00	T5	0.00	153.00
					<u>Account Total</u>		<u>153.00</u>		<u>0.00</u>	<u>153.00</u>
MIL001	MILLMARK ELECTRICAL SOLUTIONS	PI	008	7	26/02/2016	7800	158.14	T5	5.36	163.50
					<u>Account Total</u>		<u>158.14</u>		<u>5.36</u>	<u>163.50</u>
MOR001	MOORES FORKLIFTS LTD	PI	009	8	24/02/2016	7401	264.00	T5	0.00	264.00
		PI	010	9	24/02/2016	7401	264.00	T5	0.00	264.00
					<u>Account Total</u>		<u>528.00</u>		<u>0.00</u>	<u>528.00</u>
PET001	PETROL EXPENSE	PI	011	10	26/04/2016	7300	40.35	T0	0.00	40.35
					<u>Account Total</u>		<u>40.35</u>		<u>0.00</u>	<u>40.35</u>
POS001	POST OFFICE LTD	PI	012	11	26/04/2016	7501	7.35	T0	0.00	7.35
					<u>Account Total</u>		<u>7.35</u>		<u>0.00</u>	<u>7.35</u>
TIL002	TILBURY GARAGE LTD	PI	013	12	21/03/2016	7301	130.50	T5	0.00	130.50
		PI	014	13	21/03/2016	7301	108.75	T5	21.75	130.50
					<u>Account Total</u>		<u>239.25</u>		<u>21.75</u>	<u>261.00</u>
					<u>Running/Report Total</u>		<u>1887.74</u>		<u>27.11</u>	<u>1914.85</u>

## PROFIT & LOSS

Date: 27/06/2016  
Time: 18:08:54

1111 ABC LTD  
Profit & Loss

Page: 1

From: Month 1, February 2016  
To: Month 3, April 2016

Chart of Accounts: Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
<b>Sales</b>			
Product Sales	24,250.00	24,250.00	24,250.00
<b>Purchases</b>			
		0.00	0.00
<b>Direct Expenses</b>			
		0.00	0.00
	<b>Gross Profit/(Loss):</b>	24,250.00	24,250.00
<b>Overheads</b>			
Motor Expenses	279.60	279.60	
Travelling and Entertainment	528.00	528.00	
Printing and Stationery	84.15	84.15	
Professional Fees	400.00	400.00	
Equipment Hire and Rental	209.95	209.95	
Maintenance	311.14	311.14	
Bank Charges and Interest	39.90	39.90	
General Expenses	35.00	35.00	
		1,887.74	1,887.74
	<b>Net Profit/(Loss):</b>	22,362.26	22,362.26

**SUPPLIER NAMES & TELEPHONE NUMBERS**

Date: 27/06/2016

1111 ABC LTD

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Time: 18:08:48

Supplier List

Supplier From:

Supplier To: ZZZZZZZZ

<u>A/C</u>	<u>Name</u>	<u>Contact</u>	<u>Telephone</u>	<u>Fax</u>
ABL001	ABLE SHUTTER SERVICES LTD		02088855332	
ACC001	ACCLAIM HANDLING LTD		01708 861414	
ACC002	ACCOR UK ECONOMY HOTELS LTD 15		44 20 8507 8500	
ACE001	ACE SECURITY AND ELECTRICAL LTD		2085320666	
ADL001	ADLER INTERNATIONAL C.V		0800 17445	
ADV001	ADVENTURE ISLAND			
AGO001	AGORA BUSINESS PUBLICATIONS LLP		01756 693180	01756 693196
ALE001	ALEXANDER CRAIG JEWELLERS		020 8478 5707	
ALT001	ALTON GARDEN CENTRE			
AMA001	AMAZON		NO DETAILS	
AME001	AMERICAN EXPRESS		01273691643	
ANG001	ANGEL SPRINGS		0800 220 261	
ANT001	ANTONIOY			
AOL001	AOL			
API001	A.P.IMAGING		02089513765	
ARC001	ARCHANT LONDON			
ARG001	ARGOS LTD		0845 1657429	
ASC001	ASCOT RACECOURSE LTD			
ASC002	ASCOT PLUMBING SERVICES		0208 914 8331	
ASD001	ASDA PRICE		0208 9888300	
ASS001	ASSOCIATION OF EMPLOYMENT & LE/		0117 986 5389	0117 986 6196
ATL001	ATLANTIC SECURITY		020 89815559	
AUD001	AUDI FINANCE			
AUT001	AUTO EUROPE CO UK			
AZO001	AZOGRAPHICS LTD		020 7405 0706	
BAR001	BARCLAYCARD BUSINESS		0844 822 2100	
BAR002	BARCLAYS BANK PLC		0845 605 2345	
BAR003	BARRATTS TRADING LTD			
BCM001	BCM BRICOLAGE SA			
BEL001	BELLAITALIA FEEDBACK CO UK			
BEL002	BELRON UK LTD T/A AUTOGLASS		01234273636	
BIG001	BIG YELLOW SELF STORAGE COMPAN		020 8884 0528	
BIG002	BIGBATHROOM SHOP			
BLO001	BLOOMINGDALE'S		1-800-354-3417	
BLU001	BLUE WATER			
BOO001	BOOTS UK LTD		020 74746845	
BQP001	B & Q PLC		0208 709 1100	
BRE001	BREWERS FAYRE		01424 754070	
BRO001	BROWN RESTAURANT & BAR		020 7978 9777	
BTU001	BT UK		0800 085 0092	
BUD001	BUDGENS SAWBRIDGEWORTH		01279 725705	
BUF001	BUFF+GO CLEANING SERVICES		NO DETAIL	
BUI001	BUILD-A-BEAR WORKSHOP		01322 624 993	
BUT001	BUTANE HEATING SERVICES LTD		020 8360 1537	
BYW001	BYWATERS (LEYTON) LTD		2070016000	
C&N001	C & N PLUMBING LTD		0208 524 8006	
CAM001	CAMBRIDGE CITY COUNCIL			
CAN001	CANTINA DEL PONTE		020 7403 5403	
CAR001	CARIBBEANSCENE		020 7511 2023	
CAR002	CARTER HAYNES LTD		01708726922	
CAR003	CARLTON TRAINING		0208 418 5672	
CAR004	CARD FACTORY			
CDU001	CDUK SERVICES		020 8519 5519	
CDU002	CDUK ACCOUNTANTS		020 7510 0818	
CHI001	CHINA PALACE (EXCEL)			
CHI002	CHINGFORD ELECTRICAL SUPPLIES		02085319919	
CHI003	CHIC BIJOUX			

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<u>A/C</u>	<u>Name</u>	<u>Contact</u>	<u>Telephone</u>	<u>Fax</u>
CHI004	CHINGFORD SPECSAVERS LTD			
CHO001	CHONG'S RESTAURANT		020 8529 3988	
CHR001	CHRISTOPHER'S		020 7240 4222	
CHR002	CHRISTIES FLORIST		02085271350	
CIT001	CITY QUAY CAR PARK		NO DETAILS	
CLA001	CLARK ELECTRICAL INDUSTRIES LTD		020 7474 7404	
CLA002	CLARK'S GARAGE LTD		020 8504 7477	
CLA003	CLARKINS CAR ACCESSORIES			
CLA004	CLARKE INTERNATIONAL		0208 988 7400	
CLI001	CLINTON CARDS		020 8524 5651	
CLI002	THE CLIFTON		NO DETAILS	
CLO001	CLOSE PREMIUM FINANCE		0870 243 0026	
COB001	COBRA UK LTD			
COH001	COHO			
COM001	COMET GROUP PLC			
COM002	COMPANIES HOUSE		0303 1234 500	
COO001	THE CO-OPERATIVE GROUP LTD		02085 271961	
COS001	COSTCO WHOLESALE		020 8501 9305	
COU001	COUNTY HOTEL		NO DETAILS	
CRO001	CROWNE PLAZA GATWICK-CRAWLEY			
CRO002	CROWNE PLAZA		0870 990 9692	
CSB001	C & S BUILDERS MERCHANTS (STAMP)			
CUP001	CUPBOARDS DIRECT LTD		0800 612 6788	
DAY001	DAY TRAVELCARD			
DBB001	DB BRICKWORK & CONSTRUCTION		07940001491	
DEB001	DEBENHAMS		08445616161	
DEN001	DENNIS SECURITY CENTRE		0208 520 7450	
DIR001	DIRECT HYGIENE LTD		0800 612 9588	
DIR002	DIRECT365ONLINE LTD		8006129588	
DIR003	DIRECT2 U T/A LONES (UK) LTD		0192 271 5130	
DOC001	DOCKLANDS BAR & GRILL			
DOS001	DOSHI & CO		0208 239 4999	
DRA001	DRAINAGE ONLINE		0800 015 75 50	
DRD001	DR. DAVID PAIGE		01702 382362	
DRI001	DRIVING FORCE		020 8527 7240	
DSG001	DSG RETAIL LTD		08445 616263	
DUN001	DUNE BLUEWATER		01322 427 596	
DVL001	DVLA		NO DETAILS	
EAS001	EASY JETHOTELS		NO DETAILS	
EAS002	EAST CAMBRIDGE		01223 324 577	
EAS003	EASY JET AIRLINE COMPANY LIMITED			
EDC001	EDC (THE EAT & DRINK CO)			
EDE001	EDEN SPRINGS (UK) LTD		4408008048474	
EDS001	ED'S EASY DINERS			
EDW001	EDWINNS SHEPPERTON (7001)		04932 223543	
EDW002	EDWINNS CAMBRIDGE(7006)		01223 311053	
ELE001	ELEPHANT ROYALE		020 7987 7999	
EON001	E-ON ENERGY		0845 055 0065	
ERA001	ERAL METAL FABRICATION LTD		0208 533 5550	
EUR001	EUROPCAR		21 940 77 00	
EXC001	EXCEL LONDON EXHIBITION CENTRE			
EXP001	EXPRESS BY HOLIDAY INN		+44 870 990 4081	
EXP002	EXPRESS DAIRIES			
FEA001	F EASTWOOD & SONS PLC		020 8591 7200	
FIR001	FIRST EDITION		020 8365 9136	
FIR002	FIRE PROTECTION ONLINE LTD		0800 321 3145	
FLA001	FLAVOURS & SPICES		NO DETAILS	
FLA002	FLAMBEE RESTAURANT		420 224 248 512	
FOR001	FORK TRUCK DIRECT LTD		01245 322252	

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FOR002	FORK LIFT TRUCK ASSOCIATION		01256 381441	
FOX001	FOX BARS AND RESTAURANTS		087 850 0580	
FRA001	FRANKIE AND BENNY'S		NO DETAILS	
FUR001	FURNITURE VILLAGE LTD		NO DETAILS	
GAU001	GAUCHO			
GLO001	GLOBAL PAYMENTS (GPUK LLP)			
GRA001	GRAPHIC STATION		01708 744113	
GUR001	GUERIN ENTERPRISE			
GYS001	G & Y STOCKTAKING SERVICES		01322290854	
HAL001	HALFORDS		0208 5941046	
HAM001	HAMPTON BY HILTON		01376332420	
HAR001	HARLEQUIN DIGITAL COPIER SYSTEM		0844 888 77 55	
HAR002	HART		NO DETAILS	
HAR003	HARVESTER			
HCB001	H. C. BRIGGS		NO DETAILS	
HER001	HERTZ			
HIL001	HILTON BRACKNELL			
HME001	H M ELECTRICALS LTD		020 8911 9600	
HMR001	HM REVENUE & CUSTOMS		01236 785057	
HMV001	HMV GET CLOSER			
HOD001	HODGSON AUTOMOTIVE LTD		0208 529 7077	
HOL002	HOLIDAY INN LONDON-SHEPPERTON		+44 870 2258 701	
HOL003	HOLIDAY EXTRAS			
HOL004	HOLIDAY IN READING SOUTH			
HOL005	HOLIDAY INN ASHFORD NORTH			
HOL01	HOLIDAY INN CAMBRIDGE		+44 870 400 9015	
HOM001	HOMEBASE LTD			
HOU001	HOUSE OF FRASER		0844 800 3708	
HSA001	H SAMUEL		0207 474 7645	
HSA002	HSBC MERCHANT SERVICES		NO DETAIL	
HSB001	HSBC		08457 60 60 60	
HUG001	HUGGINS & LEWIS FOSKETT		020 8989 3000	
HUS001	HUSSEL IBERICA		289561838	
IAN001	IAN DAVIS		NO DETAILS	
IAN002	IAN SMART		NO DETAILS	
INC001	IN CAR MUSIC		020 8558 6221	
IND001	INDUSTRIAL PROPERTY MGT LTD			
INF001	INFORMATION COMMISSIONER'S OFFI			
INT001	INTERMARCHE			
INV001	INVESTEC ASSET FINANCE PLC			
ISL001	ISLAND FIRE PROTECTION LTD		0121 782 4909	
ISS001	ISS			
IZI001	IZIBUILD		289889720	
JAE001	JAEGER STORES LTD			
JDS001	JD SPORTS			
JMH001	JMH BOTTLED GAS SUPPLIES		0800 345 7177	
JOH001	JOHN LEWIS CAMBRIDGE		01223 361292	
JOH002	JOHN BRUCE			
JUG001	JUG & BOTTLE		NO DETAILS	
KAT001	KATE KUBA		020 7715 5303	
KIN001	KING & CO (THE TREE NURSERY) LTD			
KNE001	K.NEWMAN			
KRO001	KROWMARK LTD		0800 043 0723	
KWI001	KWIK-FIT(GB) LIMITED		0844 875 1111	
LAS001	LASTMINUTE			
LAU001	LAURA ASHLEY LTD		07930760477	
LEE001	LEE VALLEY ESTATES		NO DETAILS	
LEV001	LEVI'S STORE BLUEWATER		1322 624 871	
LID001	LIDL CO UK		NO DETAILS	

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LIL001	LILLY'S		020 7702 2040	
LLO001	LLOYDS PHARMACY		020 8531 9057	
LOC001	LOCH FYNE RESTAURANT		01223 362433	
LOC002	THE LOCAL PLUMBERS			
LOM001	LOM BOK			
LOM002	LOMBARD VEHICLE MANAGEMENT L		0870 850 0057	
LON001	LONDON BOROUGH OF WALTHAM FOI		0845 331 2392	
LON002	LONDON UNDERGROUND LTD		NO DETAILS	
LON003	LONDON BOROUGH OF MERTON			
LON004	LONDON EASTERN RAILWAY LIMITED			
LON005	LONDON SOUTHEND AIRPORT			
LYN001	LYNN ROAD MOTORS		020 8554 5670	
MAC001	MACHINE MART LIMITED		0844 880 1250	
MAL001	MALA INDIAN RESTAURANT		020 7480 6356	
MANG001	MANGONOR COMER,DE VESTUAR,SA		289562696	
MAN002	MANUEL ANTONIO RODRIGUES LOPES		NO DETAILS	
MAP001	THE MAPLIN ELECTRICS LTD		0843 227 7409	
MAR001	MARKS & SPENCER		01223 355219	
MAR002	MARRIOTT HOTELS LIMITED		44 207 723 1277	
MAT001	MATALAN RETAIL LTD		0845 330 3330	
MCD001	MCDONALD'S			
MCN001	M & C NEWBURY PARK		NO DETAILS	
MEM001	MEMSAHEB ON THAMES			
MER001	MERCURE CARDIFF CENTRE		442920894000	
MET001	MET PARKING SERVICES			
MIL001	MILLMARK ELECTRICAL SOLUTIONS		01245 328805	
MIL002	MILLER AND CARTER HARLOW		0127 942 4495	
MIT001	MITCHELLS & BUTLERS RETAIL LTD			
MOD001	MODE PR (UK) LTD		8448092521	
MOO001	MOORES FORKLIFTS LTD		01992 575761	
MOR001	MOORES FORKLIFTS LTD			
MOS001	MOSS BROS GROUP PLC		01322381419	
MUR001	MURCO HIGHAMS LODGE F/S		02085 236 225	
NAK001	NAKHON THAI LTD		020 7474 5510	
NAT001	NATIONAL RAIL			
NAT002	NATIONAL PEN PROMOTIONAL PRODU		08705 134 204	
NCP001	N C P			
NEL001	NELITOS RESTAURANTE			
NET001	NETWORK PALLET SERVICES		081 360 6104	
NET002	NETWORK A BAND OF LEASEPLAN UK		0844 4935811	0844 4935813
NEW001	NEW ERA OIL UK LTD			
NEW002	NEW LOCK RETAILERS LTD			
NEW003	NEW MEXICO		01279 721070	
NEW004	NEW ERA FUELS LTD		0127 942 5757	
NEX001	NEXT		0844 844 5568	
NIC001	NICHE RESTURANTS LTD			
NIS001	NISBETS		0845 140 5555	
NOM001	NOMIMH			
OAK001	OAKHILL SERVICES STATION			
OAS001	OASIS		01322624815	
OCA001	THE O2 CAR PARK 4A		0208 463 6718	
OFF001	OFFICE FURNITURE 2 U LTD		0208 539 4820	
OUR001	4OURHOUSE			
OYE001	YELL LTD		0800 555 444	
PAF001	P.A.FARO (PROPEL)			
PAN001	PANACHE DRY CLEANING			
PAR001	PARKER DAIRIES		020 8520 5943	
PAR002	PARKEON			
PAR003	PARK INN HARLOW		044 1279 829988	



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PAR004	PARKING TICKET			
PAY001	PAY AND DISPLAY			
PCW001	PC WORLD		08445610000	
PET001	PETROL EXPENSE		NO DETAILS	
PET002	PETTY CASH VOUCHER			
PIE001	THE PIER		NO DETAILS	
PIN001	PINGO DOCE		282 380 110	
PIZ001	PIZZA HUT			
PLA001	PLATINUM PRESS			
PLA002	THE PLASMA CENTRE			
PLA003	THE PLASTIC BOX COMPANY LTD		0208 418 5672	
PLU001	THE PLUME OF FEATHERS			
PON001	PONTO FRESCO SUPERMERCADOS SA		289316322	
POP001	POPHAM LITTLE CHEF		0125 639 8490	
POS001	POST OFFICE LTD		NO DETAILS	
POU001	POUNDLAND		0800 731 5622	
PRE001	PREMIER INN LTD		08702 383 322	
PRE003	PREZZO PLC		020 8505 2400	
PRI001	PRIMARK STORES LTD		0208 889 5620	
PRO001	PROPEL		NO DETAILS	
PRO002	PROTEC DIRECT LTD		0870 333 3081	
QUI001	QUICKIL PEST CONTROL SERVICES LT		0208 559 4999	
RES001	RESTAURANTE A CLOINA		NO DETAILS	
RES002	RESTAURANTE PIMENTA PRETA			
RES003	REST. O LITORAL		112 085 660	
RES004	RESTAURANTE O PATIO		282 357 367	
RES005	REST. O SALMAO			
RHU001	RHUBARB LTD		0203 036 9003	
RIV001	RIVER ISLAND			
RJB001	RJB TRANNIG CONSULTANCY LTD		07950798126	
RON001	RONALD BROWN			
ROY001	ROYAL DOCK			
RSH001	R. SHORE			
RTI001	RTITB LTD		01952 520200	
RTI002	20% RTITB			
RUS001	RUSSELL AND BROMLEY.CO.UK		01223 657180	
SAI001	SAINBURY'S		020 8523 2617	
SAL001	SALVEO LTD		0871 461 0113	
SAR001	SARA PACKETT & SONS LTD		NO DETAILS	
SCR001	SCREWFIX DIRECT LTD		0500 41 41 41	
SER001	SERENDIPTY		01322 427400	
SEW001	SEWANDSO CO UK		01453 889988	
SHE001	SHEPPERTON HOTELS LTD			
SIL001	SILVER SAINTS LTD			
SIM001	SIMPLY DOCS (SIMPLY 4 BUSINESS LT.		020 8878 7236	
SIN001	SINCLAIR GOLDBERG PRICE LTD		08444 120 852	
SIX001	SIXT KENNING LTD			
SMA001	SMART PARKING LTD			
SMI001	SMITH'S FAMOUS FOR FISH		02074883456	
SMY001	SMYTHS TOY SUPERSTORES		0207 4730048	
SOL001	SOLAR ELECTRONICS LTD		0845 409 2240	
SOL002	SOLE TRADER.CO.UK		0122 3460 260	
SOM001	SOMERFIELD			
SOW001	SOW & PIGS		0920 463281	
SPE001	SPEEDY ASSET SERVICES LTD		0845 601 5129	
STA001	STAPLES		0870 8306120	
STA002	STAZIONE RESTAURANT			
STR001	STRATFORD CITY-WESTFIELD			
SUI001	SUITS YOU			

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SUM001	SUMMERHILL GARDEN CENTRE		0126 828 0699	
SUN001	SUNDRY EXPENSE		NO DETAILS	
SUN002	SUNGLASS HUT			
SUP001	SUPERIOR SIGNS LTD		0800 328 0310	
SWI001	SWIFT CREDIT SERVICES LIMITED		01685 352324	
SYD001	SYDNEY PACKETT & SONS LTD			
TAL001	THE TALBOT INN		0137 381 2254	
TAS001	TASTE LONDON			
TES001	TESCO STORES LTD		0845 677 9409	
TFL001	TFL TICKET OUTLET		NO DETAILS	
TGI001	TGI FRIDAY'S UK LTD			
THA001	THAMES WATER		0845 9200 805	
THO001	THOMSON			
TIL001	TILE STONE GALLERY			
TIL002	TILBURY GARAGE LTD			
TIM001	TIMPSON		NO DETAILS	
TIV001	TIVOLI CARVOEIRO			
TJH001	T J HART		0208 318 1155	
TKM001	T K MAX		2074749316	
TMO001	T-MOBILE		0845 412 5000	
TOO001	TOOLSONLINE LIMITED		+44 (0) 1794 521355	
TOW001	TOWN AND CITY PARKING LTD		NO DETAILS	
TOY001	TOYOTA MATERIAL HANDLIND UK LT		0870 850 1400	
TRA001	TRADE SERVICE DIRECT LTD			
TRA002	TRAVEL CARD			
TRA003	TRAVELODGE HOTELS LTD			
TRA004	TRADETEK LIMITED			
UKC001	UK CUSTOMER SERVICES		NO DETAILS	
USE001	THE USED RACKING COMPANY		01753 693200	01753 512050
VAN001	VAN HAGE			
VEE001	VEERASWAMY		020 7734 1401	
VIC001	THE VICTORIA			
VIC002	VICARAGE FIELD			
VIK001	VIKING DIRECT		0844 412 0000	
VIL001	VILELA & DORE, RESTAURACAO LDA		289399866	
VIN001	VINCI PARK			
VIP001	VIP ARTOIS BAR			
VIR001	VIRGIN MEDIA		0800 519 6834	
VIS001	VISUALIZE PRINT			
VIS002	VISTAPRINT B.V		805015277	
VOC001	VOCAM EUROPE LTD		0121 707 0092	
WAL001	WALLIS		01322 624 649	
WAL002	THE WALDORF ASTORIA		2123553000	
WEB001	WEB THAT WORKS			
WES001	WEST INDIA QUAY		020 7517 9388	
WHI001	THE WHITE COMPANY			
WHI002	WHITTARD OF CHELSEA			
WHI003	WHITBREAD RESTAURANTS LTD		08701 977029	
WIC001	WICKES			
WMM001	WM MORRISON			
WOO001	WOOLWORTHS		NO DETILS	
WOR001	WORLD DUTY FREE		20 8757 3825	
WOR002	WORLD OF POWER			
WOR003	WORKSPACE MANAGEMENT LTD		2071383300	
YEL001	YELL LIMITED			
YIB001	YI BAN BAR AND REST.		02074736699	
YOR001	YORKSHIRE VEHICLE FINANCE			
ZAR001	ZARA		289560321	
ZEB001	ZEBRALENS LTD			