

FLAT RATE

H SMITH
SMITH LTD
6th FLOOR AMP HOUSE
DINGWALL ROAD
CROYDON
CRO 2LX

VAT Report For the Period ended 29th FEBRUARY 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

VALUE ADDED TAX RETURN

Vat Reg No : 111 1111 11

For the period

From : 01-Dec-15 to 29-Feb-16

CLIENTS NAME : SMITH LTD**Client Ref No. :** 1111

VAT due in this period on sales and other outputs	1	468.00
VAT due in this period on acquisitions from other EC Member States	2	0.00
Total VAT due (the sum of boxes 1 and 2)	3	468.00
VAT reclaimed in this period on purchases and other inputs (including acquisitions from the EC)	4	0.00
Net VAT to be paid to Customs or reclaimed by you (Difference between boxes 3 and 4)	5	468.00
Total value of sales and all other outputs excluding any VAT. Include your box 8 figure	6	3,600.00
Total value of purchases and all other inputs excluding any VAT. Include your box 9 figure	7	0.00
Total value of all supplies of goods and related services, excluding any VAT, to other EC Member States	8	0.00
Total value of all acquisitions of goods and related services, excluding any VAT, from other EC Member States	9	0.00

VAT Scheme : FLAT RATE VAT CALCULATION

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**VAT WORKING &
MANAGEMENT INFORMATION**

FLAT RATE SCHEME VAT CALCULATION

CLIENT : SMITH LTD

CLIENT No. : 1111

Q/ENDED : 30-Nov-15

	<u>Net</u>	<u>VAT</u>	<u>Gross</u>
<u>OUTPUT</u>	£	£	£
Gross Takings - Flat Rate 14%	3,000.00	504.00	3,600.00
Retail Takings :	3,000.00	504.00	3,600.00
Commissions from non Retail Takings :	0.00	0.00	0.00
Total Takings :	3,000.00	504.00	3,600.00
<u>INPUT</u>			
Daybook :	1,271.40	0.00	1,271.40
Amount payable :		£ 504.00	
Fresh Registration Rebate 1% :		36.00	
Amount payable to HM Customs & Excise :		£ 468.00	

SUMMARY OF DOCUMENTS RECEIVED

Records Received: Period : Q/E :- Dec '15- Jan - Feb '16

Client No: 1111 Client Name : SMITH LTD

Sales: Takings: Commission Earned
Daily Takings/Sales using our standard forms Daily Takings/Sales using client format
period _____ period Q/E:- Feb '16 Item ref no: 01
Invoice

Daily Schedule of Non Stock Income using
our standard forms: Period _____ client format: Period _____ Item ref no: _____

Purchases
Purchase / Expenses Invoices: Period: Q/E:- Feb '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 1 Black Ring binder Black file

Prepared by: Bhumika Date: 30-Mar-16 Total Items

Despatched by: _____ Date: _____ Total Items

Bank **Received** Item Nos 1

Cash Book: Period: N.A. YES NO

Bank Details a/c 1 a/c 2 a/c 3 a/c 4

Name	Barclays			
A/c No	83620751			
Type of A/c	Business Current A/c			
	03			

Bank Statements Nos

	21 to 27			
Dates	2-12-15 to 1-3-16			

Cheque Stubbs

Nos				
Dates				

Paying in Books: N.A. Dates : _____

Standing Orders & Direct Debits

These are your standing orders & direct debits made from the bank statements we have received This Vat Period

Name	Reason	Amount	Date
<i>Barclays : 83620751</i>			
DD	CHECKAPROFESSIONAL	59.88	14-Dec-15
DD	PREMIUM CREDIT LTD	8.48	14-Dec-15
DD	REED ONLINE LTD	388.80	29-Dec-15
SO	DOSHI	35.00	15-Jan-16

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 Drawingsyou 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: £ 3,600.00 SEE ATTACHED

CLIENT : SMITH LTD		CLIENT NO : 1111			
Q/ENDED : 29-Feb-16					
Takings summarised from invoice supplied by the client.					
DATE	INV NO	SUPPLIER NAME	NET	VAT	GROSS
17-Feb-16	CHK/0216	POST & PLACE	3,000.00	600.00	3,600.00
TOTAL			3,000.00	600.00	3,600.00
NET	£ 3,000.00				
VAT	£ 600.00				
G Total :	£ 3,600.00				

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PVATFOLDER5555-FEB- 2016

CLIENT : SMITH LTD

CLIENT No. : 1111

Q/ENDED : 29-Feb-16

Takings Given by Client 3,600.00

Non Retail Items Included In Takings		Items Not Included In Takings	
Particulars	Amount	Particulars	Amount
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
Total	0.00	Total	0.00
Net Takings Confirmed by Client	3,600.00		
Personal Consumption	0.00		
	3,600.00		
		0.00	

Particulars	Actual	Expected		
	58%	16%	18%	20%
Net sales excl VAT	3,000.00	1,513.57	1,550.49	1,589.25
Net Purchase Excluding VAT	1271.4	1271.4	1271.4	1271.4

PURCHASE DAY BOOK THIS PERIOD

Date: 27/06/2016
Time: 17:57:21

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1 Purchase Ledger Daybook (Invs & C/Notes)

Date From: 01/12/2015
Date To: 29/02/2016

Supplier From:
Supplier To: ZZZZZZZZ

Transaction From: 1
Transaction To: 99999999

N/C From:
N/C To: 99999999

Dept From: 0
Dept To: 999

<u>Tran No.</u>	<u>Tn</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>
21	PI	001	11/12/2015	REE001	REED ONLINE LIMITED	5001	388.80	0.00	388.80
22	PI	002-003	11/01/2016	REE001	REED ONLINE LIMITED	5001	388.80	0.00	388.80
23	PI	004	11/02/2016	REE001	REED ONLINE LIMITED	5001	388.80	0.00	388.80
24	PI	005	29/02/2016	DOS001	DOSHI & CO	7601	105.00	0.00	105.00
						<u>Totals</u>	1,271.40	0.00	1,271.40

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: 17:58:10

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

Nominal Code From 5002

Transaction Number From 1

Date From 01122015

Nominal Code To 99999999

Transaction Number To 99999999

Date To 29022016

N/C: 7601

Name: Audit and Accountancy Fees

<u>No</u>	<u>To</u>	<u>Date</u>	<u>A/C</u>	<u>Refn</u>	<u>Details</u>	<u>Value</u>	<u>Debit</u>	<u>Credit</u>
24	PI	29/02/2016	DOS001	005		105.00	105.00	
							<u>105.00</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>
DOS001	DOSHI & CO	PI	005	24	29/02/2016	7601	105.00	T0	0.00	105.00
					<u>Account Total</u>		<u>105.00</u>		<u>0.00</u>	<u>105.00</u>
REE001	REED ONLINE LIMITED	PI	001	21	11/12/2015	5001	388.80	T0	0.00	388.80
		PI	002-003	22	11/01/2016	5001	388.80	T0	0.00	388.80
		PI	004	23	11/02/2016	5001	388.80	T0	0.00	388.80
					<u>Account Total</u>		<u>1166.40</u>		<u>0.00</u>	<u>1166.40</u>

Running/Report Total

1271.40

0.00

1271.40

PROFIT & LOSS

Date: 27/06/2016

Time: 17:59:11

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Profit & Loss

From: Month 7, December 2015

To: Month 9, February 2016

Chart of Accounts:

Default Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
Sales			
Product Sales	3,000.00	3,000.00	3,000.00
Purchases		3,000.00	3,000.00
Purchases	1,166.40	3,386.40	
Direct Expenses		1,166.40	3,386.40
		0.00	0.00
	Gross Profit/(Loss):	1,833.60	(386.40)
Overheads			
Printing and Stationery	0.00	360.00	
Professional Fees	105.00	468.33	
Bank Charges and Interest	0.00	99.63	
		105.00	927.96
	Net Profit/(Loss):	1,728.60	(1,314.36)

SUPPLIER NAMES & TELEPHONE NUMBERS

Date: 27/06/2016

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Supplier List

Supplier From:

Supplier To: ZZZZZZZZ

<u>A/C</u>	<u>Name</u>	<u>Contact</u>	<u>Telephone</u>	<u>Fax</u>
BAR001	BARCLAYS BANK PLC			
DOS001	DOSHI & CO		02082394999	
HAZ001	HAZLEMS FENTON LLP		0207 437 7666	
JOB001	THE JOB POST LIMITED		NO DETAILS	
PUR001	PURPLE PENGUIN MEDIA LTD		01302247010	
REE001	REED ONLINE LIMITED		0845 241 9293	