

Value added Tax

Application to join the Annual Accounting Scheme

Section A Details of Applicant

Business Name

Business Address

Post Code

Telephone Number

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VAT Registration Number (if known)

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Section B Annual Accounting Application

I would like my annual accounting year to end on the last day of

(Please state month)

Section C Method of Payment

I would like to make my interim payments
(Please tick only one box)

Monthly

Quarterly

By
(Please tick only one box)

Direct Debit

Standing Order

Bank Giro Transfer

BACS

CHAPS

If you have selected to pay by Direct Debit please provide details of your bank account

Sort Code

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Account Code

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Section D Declaration

I am eligible for the annual accounting scheme. I will notify Revenue & Customs of any changes in circumstances which affect my eligibility for the scheme.

Signature

Date

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Data Protection Act

How we use your information

HM Revenue & Customs is a Data Controller under the Data Protection Act 1998. We hold information for the purposes specified in our notification to the Information Commissioner, including the assessment and collection of tax and duties, the payment of benefits and the prevention and detection of crime, and may use this information for any of them. We may get information about you from others, or we may give information to them. If we do, it will only be as the law permits to

- check the accuracy of information
- prevent or detect crime
- protect public funds.

We may check information we receive about you with what is already in our records. This can include information provided by you, as well as by others, such as other government departments or agencies and overseas tax and customs authorities. We will not give information to anyone outside HM Revenue & Customs unless the law permits us to do so. Further information can be found on our website, www.hmrc.gov.uk or in our leaflet *Data Protection*.