

HMRC VAT Proof

If a VAT deferral is being structured into a finance agreement, the customer will be expected to prove they are up to date with their HMRC VAT repayments. This guide aims to provide an example what the optimal source of evidence to satisfy this condition should be, and what other evidence may be required if there are any variances to this.

What good looks like:

The most ideal form of evidence a customer can provide is a snippet/screenshot/clear image of their HMRC Portal Summary page as per below. Highlighted are the essential elements we need in order to verify the customer's position.

The screenshot shows the 'Your VAT account' page on the HMRC portal. The browser address bar displays 'tax.service.gov.uk/vat-through-software/vat-overview'. The page title is 'Your VAT account'. A red box highlights the 'VAT registration number (VRN): [REDACTED] LIMITED'. Below this is an 'Important' section titled 'VAT penalties and interest are changing', which contains information about new penalty systems starting in January 2023 and a link to 'Read the guidance on GOV.UK to find out more (opens in a new tab)'. A warning message states 'Your email address [REDACTED] is not working. Fix this now'. Three summary cards are shown: 'Payments due' (No payments due right now, with a link 'Check what you owe'), 'Returns due' (7th April 2024, with a link 'View return deadlines'), and 'History' (with links 'View past payments' and 'View past returns'). The 'Manage your VAT' section includes links for 'Your business details', 'Payments and repayments', and 'View VAT certificate', each with a brief description of the function.

tax.service.gov.uk/vat-through-software/vat-overview

Your VAT account

VAT registration number (VRN): [REDACTED] LIMITED

Important

VAT penalties and interest are changing

From January 2023, we're launching a new penalty system to replace Default Surcharge.

The change affects late returns and late payments for VAT periods starting on or after 1 January 2023.

We're also changing how we calculate interest on late payments and repayment returns.

[Read the guidance on GOV.UK to find out more \(opens in a new tab\)](#)

! Your email address [REDACTED] is not working. [Fix this now](#)

Payments due
No payments due right now
[Check what you owe](#)

Returns due
7th April 2024
[View return deadlines](#)

History
[View past payments](#)
[View past returns](#)

Manage your VAT

[Your business details](#)
Change your business details or VAT Return dates.

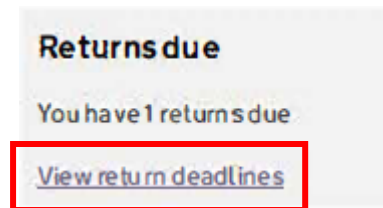
[Payments and repayments](#)
Manage your Direct Debit, repayment bank account details and track what HMRC owes you.

[View VAT certificate](#)
View and print your VAT certificate.

Business name and/or VAT number – if this has not been provided anywhere on the supporting evidence, it cannot be used to satisfy condition.

Payments due – This as highlighted should always say 'no payments due right now' if anything other than this statement shown we will need sight of the full payments screen (accessed through this link [Check what you owe](#)) and will likely involve further investigation by the Credit team.

Returns due – What we are looking for is a future date as this indicates all returns due have been filed on time. Should this section not provide a date as above. We will need sight of the return deadline page as highlighted below.



If that second screen lists any VAT returns as past due this again will involve further investigation by the Credit team.

Should the summary page not be provided we can accept snippet/screenshot/clear image of both the payments and return deadline screen however we must have both of these, with date the screenshot/image was taken and both pages must display the business name/VAT number

Alternative evidence:

If access to the HMRC portal is unavailable there in an alternative sources of evidence we can accept – may need to be verified with Credit. Written confirmation from the accountant in most cases will NOT be accepted unless clear rationale to be pre-approved by Credit.

Printed copy of submitted VAT return for your records.
THIS IS FOR YOUR RECORDS ONLY.
DO NOT SEND THIS TO HM Revenue and Customs.

1. [REDACTED] TRANSPORT

1. Registration Number: [REDACTED]

Period: 10 23

2. For the Period: 01 Oct 2023 to 31 Dec 2023

3. Return due date if paid electronically: 07 Feb 2024

[REDACTED]
HUNTLY
[REDACTED]

1	VAT due in this period on sales and other outputs	£9,776.51
2	VAT due in this period on acquisitions from other EC Member States	£0.00
3	Total VAT due (the sum of boxes 1 and 2)	£9,776.51
4.	4 VAT reclaimed in this period on purchases and other inputs (including acquisitions from the EC)	£4,791.85
	5 Net VAT to be paid to Customs or reclaimed by you (Difference between boxes 3 and 4)	£4,984.66
6	Total value of sales and all other outputs excluding any VAT. Include your box 8 figure.	£48,882.54
7	Total value of purchases and all other inputs excluding any VAT. Include your box 9 figure.	£23,959.29
8	Total value of all supplies of goods and related costs, excluding any VAT, to other EC Member States	£0.00
9	Total value of acquisitions of goods and related costs excluding any VAT, from other EC Member States	£0.00

DECLARATION: I confirm the data shown above is correct and wish to submit my electronic VAT declaration to HMRC.

5. RETURN SUCCESSFULLY SUBMITTED 16/01/2024 16:29:35
SUBMISSION RECEIPT REFERENCE:
[REDACTED] VSMC

Copy of latest VAT return – We can accept this from the customers accountant or internal accounting software *IF* the highlighted information is visible.

1. Company name/VAT number
2. Return period – we are looking for the latest VAT period in which payment/rebate would be due/received. *Note – the general rule is a business has 1 month + 7 days from the end of the VAT period to submit their VAT return. Then another month from the submission date to pay*
3. Payment due date – we are looking for a past date. If the payment due date is in the future the customer has 2 options a) pay any amount due early or b) provided copy of previous VAT return to be reviewed.
4. Sections 1-9 of the VAT return – Sections 3-5 are key to verifying if we need proof of payment for the VAT amount due or if rebate was received. If section 3 is a larger number than section 4 this means the business owes HMRC (vice versa would be rebate). Section 5 confirms how much this amount is.
5. Date and submission reference – if this information is not shown, unless comes with accountants email clarifying, we cannot verify it has been submitted to HMRC.