

Sage 50 Accounts

#5 - Exploring the VAT verification checks

Presented by Abby

Today's session starts at 2pm

Note: You'll receive an email later today containing links to register for future webinars and to watching recordings.

Sage



Sage



VAT proficiency

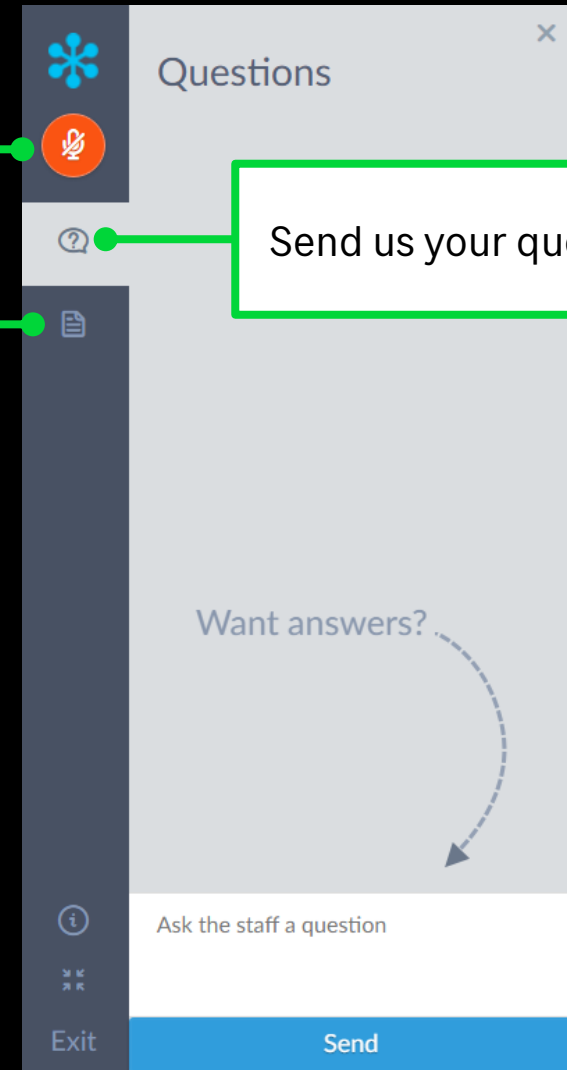
Sage 50 Accounts

Housekeeping

Your microphone is muted automatically

Download a handout

Send us your questions



Note: You'll receive an email later today containing links to register for future webinars and to watch recordings.

Contents

What are VAT verification checks?

VAT verification settings

VAT verification results

VAT Audit

Questions

VAT Proficiency – 18-29 March

Earn your digital badge by attending at least 4 different topics.

[Register now](#)



VAT Proficiency – 18-29 March

Earn your digital badge by attending at least 4 different topics.

#1 - Mastering tax codes (UK only)

#2 - Prepare and reconcile your VAT Return with ease

#3 - Effortlessly complete and submit your VAT Return

#4 - Our top 5 questions answered

#5 - Exploring the VAT verification checks

#6 - Running reports for confident reconciliation

#7 - Correcting VAT transactions

Note: Badges will be issued by 12 April.

[Register now](#)



What are VAT verification checks?

What are the checks?

When you calculate your VAT Return it automatically runs some verification checks to help you ensure the values you submit to HMRC are correct.

- You can view the results of these checks and then make amendments if required.
- All available checks run automatically.

VAT Verification Settings

[? Help](#)

VAT Verification Settings

These settings determine what checks are carried out when calculating your VAT Return. Select the required options.

Duplicate entries

- Identify possible duplicate transactions

Missing entries

- Identify Invoices or Credits which have not been updated
- Identify Purchase Orders which have been delivered but not invoiced
- Identify transactions with a VAT value, where the Tax Code is not included on the VAT Return

Other potential issues

- Check VAT values on transactions for possible errors
 - VAT Rate is more than %
 - VAT Rate is less than % and not equal to 0.00
- Identify sales and purchase transactions not using your most common Tax Code, specified below:
 - Tax Code
- Identify journal transactions where the Tax Code is not selected as non-vatable
- Identify possible incorrect EC transactions

VAT Verification Settings.

These checks do not always indicate if a transaction is wrong, they just identify transactions that might need some additional attention prior to submitting your figures.

These checks may add time to your VAT calculation, but they help you to have the confidence in your data prior to submission.

VAT Verification Settings

[? Help](#)

VAT Verification Settings

These settings determine what checks are carried out when calculating your VAT Return. Select the required options.

Duplicate entries

- Identify possible duplicate transactions

Missing entries

- Identify Invoices or Credits which have not been updated
- Identify Purchase Orders which have been delivered but not invoiced
- Identify transactions with a VAT value, where the Tax Code is not included on the VAT Return

Other potential issues

- Check VAT values on transactions for possible errors
 - VAT Rate is more than %
 - VAT Rate is less than % and not equal to 0.00
- Identify sales and purchase transactions not using your most common Tax Code, specified below:
 - Tax Code ▾
- Identify journal transactions where the Tax Code is not selected as non-vatable
- Identify possible incorrect EC transactions

VAT Verification Settings.

UK

VAT Verification Settings ✕

[? Help](#)

VAT Verification Settings

These settings determine what checks are carried out when calculating your VAT Return. Select the required options.

Duplicate entries

Identify possible duplicate transactions

Missing entries

Identify Invoices or Credits which have not been updated

Identify Purchase Orders which have been delivered but not invoiced

Identify transactions with a VAT value, where the Tax Code is not included on the VAT Return

Other potential issues

Check VAT values on transactions for possible errors

VAT Rate is more than %

VAT Rate is less than % and not equal to 0.00

Identify sales and purchase transactions not using your most common Tax Code, specified below:

Tax Code

Identify journal transactions where the Tax Code is not selected as non-vatable

Identify possible incorrect EC transactions

ROI

VAT Verification Settings ✕

[? Help](#)

VAT Verification Settings

These settings determine what checks are carried out when calculating your VAT Return. Select the required options.

Duplicate entries

Identify possible duplicate transactions

Missing entries

Identify Invoices or Credits which have not been updated

Identify Purchase Orders which have been delivered but not invoiced

Identify transactions with a VAT value, where the Tax Code is not included on the VAT Return

Other potential issues

Check VAT values on transactions for possible errors

VAT Rate is more than %

VAT Rate is less than % and not equal to 0.00

Identify sales and purchase transactions not using your most common Tax Code, specified below:

Tax Code

Identify journal transactions where the Tax Code is not selected as non-vatable

Identify possible incorrect EC transactions

Verification results summary.

Once the checks are complete any items which require checking give the option to view the transactions.

Here you can check if action is required and export the details to excel.

The screenshot displays a window titled "Verification results summary" with a close button (X) and a help icon (?) labeled "Help". The window content is organized into two main columns under the heading "Verification results summary".

Possible duplicate entries

- ✓ 0 possible duplicate transactions

Possible missing entries

- ⚠ 5 Invoices or Credits which have not been updated [View](#)
- ⚠ 1 Purchase Order which has been delivered but not invoiced [View](#)
- ✓ 0 transactions with a VAT value, where the Tax Code is not included on the VAT Return

Other potential issues

- ✓ 0 transactions with an unexpected VAT value
- ⚠ 2 sales and purchase transactions not using your most commonly used Tax Code [View](#)
- ✓ 0 journal transactions where the Tax Code is not selected as non-vatable
- ✓ 0 possible incorrect EC transactions

A "Close" button is located at the bottom right of the window.

VAT audit.

An additional check can be run to check for potential VAT audit issues.

These checks can be run at any time without the need to calculate the VAT return.

- Home
- Apps and add-ons
- Business dashboard
- Customers
 - Quotations
 - Sales orders
 - Invoices and credits
- Suppliers
 - Purchase orders

Scale charges | VAT Return | EC sales | EU reverse charge | **VAT audit** | **Tax values audit** | Verification reports | Delete | Swap | Clear | Print list | Send Exce

Rtn No. | Type | Period

VAT audit settings

[? Help](#)

Sales Analysis | Purchase Analysis | Transactional Analysis

- Identify Sales Invoices and Receipts where tax code is non vatable or not in use.
- Identify Sales Invoices and Receipts where:
 - VAT Rate is less than % and Tax amount is not equal to zero.
 - Sales Credits where VAT Rate is more than % and Tax amount is not equal to zero.
- Identify Sales Credits where:
 - Net Amount equals zero and VAT amount is
- Identify EC Sales transactions to Customer accounts with no VAT Registration Number.
- Identify EC Sales transactions to non-EU and UK Customers

OK Cancel

Summary

Sage



Summary.

- Checks are optional.
- Checks can be switched off if not relevant to your data.
- Any transactions identified by the verification checks can be investigated prior to submission.
- Checks do not indicate that a transaction is wrong, just a transaction which requires a bit more attention.
- VAT audit can be run at anytime to help investigate transactions.

Ensure your VAT Return is correct

Check for VAT audit issues

VAT Verification reports

VAT Proficiency – 18-29 March

Earn your digital badge by attending at least 4 different topics.

#1 - Mastering tax codes (UK only)

#2 - Prepare and reconcile your VAT Return with ease

#3 - Effortlessly complete and submit your VAT Return

#4 - Our top 5 questions answered

#5 - Exploring the VAT verification checks

#6 - Running reports for confident reconciliation

#7 - Correcting VAT transactions

Register now



Sage Network Customer Account Portal

[Find out more >](#)

Thank you!

