

# 1<sup>st</sup> January 2010 17.5% VAT RATE CHANGES

**PLAN:IT**  
BUSINESS SYSTEMS

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## **Sybiz Vision Accounting**

**Note:** You should make this change on 1st January 2010.

### **Change VAT Codes**

Choose Utilities from the Selection Toolbar, and the VAT Codes. Select the 15% VAT Code and choose Edit. Amend the Rate% to 17.5, then click Save

### **Alter VAT amounts on late invoices**

A purchase invoice arrives on or after the 1<sup>st</sup> January 2010 but is dated before that and is invoiced at 15% VAT.

When it is being entered into Sybiz Vision, the items VAT amount needs to be amended manually as they will be calculated at 17.5% VAT.

### **Please note these instructions are for Standard VAT Accounting schemes only**

- For any other VAT requirements or general information you may need to visit the HMRC website, [www.HMRC.gov.uk](http://www.HMRC.gov.uk) or call us.
- Please, for a few weeks, check the calculations are correct.
- Document layouts or custom reports normally use the rate automatically. However, all should be checked if you might have a 'fixed' VAT rate typed on to the layout or report.

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