

Combining figures before submitting to HMRC

Making Tax Digital for VAT - Frequently Asked Questions

For more detailed information please refer to HMRC -

<https://www.gov.uk/government/publications/vat-notice-70022-making-tax-digital-for-vat/vat-notice-70022-making-tax-digital-for-vat>

I need to combine the VAT figures from another Business Manager business(es) before I make the submission

If the other businesses are also on Business Manager and share the same VAT registration number, you can export the VAT details from them and then import them into the main business. The program will add all the figures together and make one submission of the total. Search for **MTD - Combine VAT figures** in the program's **Help** for more details.

I need to combine the VAT figures from another business(es) before I make the submission but they are not produced using Business Manager

If any of the other businesses are on another accounts package or spreadsheet but share the same VAT registration number, then the figures will need to be imported from a compatible csv file. We can supply you with a VAT return convertor that can be used to update the figures automatically from an exported version of the VAT return into Business Manager. In effect this is what HMRC refer to as 'Bridging Software'.

This VAT return convertor has already been produced for several of the main accounts packages but if necessary we can create one for the particular application that you use if we have not come across it before. This method has been approved by HMRC as a direct digital link. Please contact us for more details.

Search for **MTD - Combine VAT figures** in the program's Help for more details.

I have 2 different businesses – do I have to combine them before submitting?

If they have their own unique VAT registration numbers then they must be submitted independently.

Will combining the figures from another source affect the data held in the main business?

The only information included in the combined total will be the 9 boxes of the VAT return. The VAT return will show all of the figures but no other area will be affected.



How do I get a VAT return which is just for the main business?

If you want a VAT return which just has the main business VAT figures then you should print it before you combine the figures. However this is not necessary as the screen where you do the import and the VAT Period Figures screen (**Inspectors – VAT – VAT Return Detail**) shows the breakdown of each business for all 9 boxes. This can be printed out from this screen. Net payments due to HMRC are shown in red.

Can I change which business does the combined submission?

We would not recommend this. It would be better to use the same business each time to retain the HMRC link and the VAT submission history.

I use the Amalgamator Module – can I amalgamate different businesses and then do an MTD submission?

You cannot do MTD submissions from an amalgamated dataset. It is cleared every time that businesses are re-amalgamated so all the VAT history would be wiped each time. You should use the option to combine VAT figures into one of the businesses and submit them from there.

I have set up a new business (or am resetting up an existing one), and the year start date falls part way through a VAT period.

This may happen for example if you have a 6th April year start date, so it will be missing any entries from 1st to 5th April. Or perhaps the business has a quarterly VAT period and the year start date falls part way through the quarter.

You will need to combine the missing figures with the data that has been entered into Business Manager before you make the first submission. This has to be done digitally – i.e. will need to be included on a csv file and imported in a similar way to the ‘combine’ scenarios above. If you would like help with this please contact our Support Line.