

When do I start to use Making Tax Digital for VAT?

You can continue to use the existing process before April 2019, however you may wish to register to use the MTD process straight away through HMRC's pilot scheme.



Making Tax Digital

The majority of VAT registered businesses must use the new MTD submission process for the first complete VAT period starting on or after 1 April 2019.

2019		
VAT Period:	MTD mandatory and digital records must be kept from:	MTD submission due by:
1 April 2019 – 30 April 2019	1 April 2019	7 June 2019
1 April 2019 – 30 June 2019	1 April 2019	7 August 2019
1 May 2019 – 31 July 2019	1 May 2019	7 September 2019
1 June 2019 – 31 August 2019	1 June 2019	7 October 2019

Note

- Only businesses with taxable turnover over the VAT threshold (currently £85,000) are mandated.
- You do not need to wait until your mandated date. The new process can be used now by the majority of VAT registered businesses.
- For list of deferred business types, see GOV.UK – all have been notified by HMRC.

Quick Guide to using MTD with your Farmplan software

1

Register for Making Tax Digital for VAT with HMRC. Visit www.gov.uk and search for **Use software to submit your VAT Returns** and follow the instructions on the screen

2

Wait until you receive a confirmation email from HMRC to confirm that your sign up is complete – this may take up to 72 hours

3

Make sure that all old VAT periods have been closed in your Farmplan software. The Home Page will show you the current open period

4

Go to **File – VAT – MTD Settings**. Indicate that you have signed up with HMRC for MTD VAT and click on **Connect to HMRC**

5

Enter your Government Gateway credentials and **Grant Authority** for your Farmplan software to interact with HMRC. Close the screen to return to the program

6

Enter your data as normal to complete your VAT return details

7

Go to **Close VAT** from the Home Page

8

Click **Close VAT Period and send to Direct to HMRC** to make your submission

9

Tick the legal declaration confirming that the information is true and complete

10

A **successful submission** message will be received and a receipt ID will be printed on the VAT return report. Details of the submission can also be found in **Inspectors – VAT**

11

Take a backup of your data

Note

You must not return to a backup and amend figures from an earlier closed VAT period as your figures will no longer agree with HMRC's. All amendments must be made in a subsequent open VAT period.

For full details and a list of Frequently Asked Questions please visit:
www.farmplan.co.uk/mtd

