

# TAXFILE

Your tax affairs are in safe hands

AUTUMN NEWSLETTER 2016

Professional  
accountancy  
& tax advice for  
South London

## Welcome

Welcome to the Autumn issue of our customer newsletter. Here you can stay up to date on tax-related issues including some that ***you should address as soon as possible***. Doing so will save you money and keep you on the right side of HMRC.

### Need help with your 2015-16 tax return? *Act fast to save money!*

Do you need Taxfile to sort out and file your tax return? We'd be very happy to help and do well over 1000 customer returns every year.

However you need, please, to start giving us your paperwork ideally during October and November or, at a push, up to 21st December absolute latest if you are to avoid the price increases that will come into effect thereafter. From that point, the accounting world goes mad as everyone tries to hit the January tax return deadline all at the same time — we'll have something like 400 tax returns to do in one crazy month. So the message is: ***avoid both the bottlenecks and our January 1st price increase by coming to see us for your tax return as soon as possible, from 1st October onwards.***

You can book your appointment online with the staff member of your choice (various languages spoken) at [taxfile.co.uk/appointments/](http://taxfile.co.uk/appointments/) or call the office on **0208 761 8000** (07766 495 871 after hours).

**Please don't leave it to the last minute - thank you.**

*We'll require your records and receipts for the financial year 6 April 2015 to 5 April 2016.*



TAX RETURNS  
TAX REFUNDS



### C.I.S. subbies: claim your tax refund for Christmas!

Calling all sub-contractors working in the UK construction industry — claim your CIS refund in time for Christmas! Taxfile are experts at recovering this type of tax for subbies. We can analyse income, offset any applicable expenditure and allowances, work out the correct National Insurance and income tax, then submit an accurate tax return for you. 9 out of 10 subbies using Taxfile will then receive a tax refund within 3 to 4 weeks, most receiving well in excess of £1000. Whether you need help enrolling in the CIS system, help with your tax returns or help with your tax refund claims, call Taxfile on **0208 761 8000** (07766 495 871 after hours) or book an appointment at [taxfile.co.uk/appointments/](http://taxfile.co.uk/appointments/) Your first 20 minute appointment is free and without obligation. (*Please don't forget to bring in your records for the tax year ending 5 April 2016.*)

### Useful tip!

Use a debit card just for your business expenses and tools. That way you will always have a record of expenses right there on your bank statement — useful if you ever lose a receipt.



### Late with your tax return & tax payment for a ***previous*** year?

If, by 1st October 2016, you have ***still*** not sent HMRC your ***previous*** tax return and tax owed for that year (financial year ending 5 April 2015), you now ***already*** owe them penalties of at least £1300, perhaps even more depending upon the amount of tax that is also overdue. The longer you keep HMRC waiting, the more you will owe them. So don't bury your head in the sand — you'll only make it worse. Speak to Taxfile and we'll help



you to submit your 2014/15 return - or indeed any previous year - minimise any fine and get your tax affairs in order. While we're at it, we can also do your 2015/16 return as that's due very soon too (see article above). Book an appointment at [taxfile.co.uk/appointments/](http://taxfile.co.uk/appointments/) or call the office on **0208 761 8000** (07766 495 871 after hours).

### Central enquiries:

TaxFile, 25 Thurlow Park Road, Tulse Hill, London SE21 8JP

t: 0208 761 8000 | e: [info@taxfile.co.uk](mailto:info@taxfile.co.uk)

Facebook: [facebook.com/Taxfile](https://www.facebook.com/Taxfile) | Twitter: [twitter.com/TaxfileLondon](https://twitter.com/TaxfileLondon)

Website: [www.taxfile.co.uk](http://www.taxfile.co.uk)

Opening Hours: Mon-Tue 9-6, Wed-Thur 9-5, Fri 9-3, Sat (by appointment only) 9-1

### Book an appointment online:

[taxfile.co.uk/appointments/](http://taxfile.co.uk/appointments/)

# Try the No. 1 cloud-based accounts package – FREE!

**FREE 1 MONTH TRIAL!**  
(No credit card required)

**TAXFILE**  
(Time-limited Special Offer)

**FreeAgent**

If you haven't tried FreeAgent's accounting software, you should take us up on our offer of a free month's trial. It's an exclusive offer, only available to Taxfile customers, and there's nothing to lose and absolutely no strings attached (no credit card or payment is needed for the free trial and you will **not** be automatically subscribed when the month's trial is over). So, you have absolutely nothing to lose!

If you like FreeAgent after the month's trial, subscribe via Taxfile at a discounted price of just £10.15 (+ VAT) per month for limited companies, or even less for sole traders and partnerships. If you like, we'll even help to set it up!

**FreeAgent ticks every box.** It's great for customers like you because it saves time and makes life so much easier! Here are just a few of the many reasons why we love it — and we're convinced you will too:

- Access your accounts records from anywhere with an internet connection;
- Create and send invoices from within the application;
- The software will automatically chase payments;
- View cash-flow in real time;
- Track both time and expenses;
- Monitor profit and loss easily;
- See a forecast of your tax liability;
- Connect and automatically import your bank statement data straight into the software;
- And much, much more!



Best of all will be the time-saving benefits that you'll get from this, the ultimate cloud-based accounting package. With the software working hard for you in the background, you'll have more time to get on with other things.

Contact us for full details of the many features and benefits of FreeAgent and for any other information you require. We can be contacted on the usual Taxfile number: **0208 761 8000** (07766 495 871 after hours) or, if preferred, fill in an enquiry form at [taxfile.co.uk/contact/](http://taxfile.co.uk/contact/) and we'll call you back at a time that suits you.

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## Tax affairs in a mess?

Is your tax in a mess? Are you late filing tax returns, paying tax and National Insurance? Are you worried about HMRC fines? Or are you a foreign worker, working in the UK, and need to get your tax records up to date following the Brexit decision? Whatever tax mess you're in, Taxfile is here to help. We'll sort it out, get you back on track and put you on the right side of HMRC. Call **0208 761 8000** (07766 495 871 after hours) or book an appointment online at [taxfile.co.uk/appointments/](http://taxfile.co.uk/appointments/)



## Award Finalist!

We're delighted to have been nominated as a Finalist in the 'Independent Firm of the Year, Greater London' category of the sixth annual British Accountancy Awards 2016. It's a great honour and we are looking forward to attending the award ceremony on 29 November at The Brewery, in the City, London. Our congratulations to all our staff for this recognition of all their hard work.



## Free tax enquiry Fee Protection Insurance

Taxfile offers all customers **free** tax enquiry **Fee Protection Insurance** when they file their tax returns through TaxFile by the statutory deadline. So if they're investigated by HMRC our fees to sort it out are covered, potentially saving them hundreds! More details are available on request.

## Book an appointment online:

[taxfile.co.uk/appointments/](http://taxfile.co.uk/appointments/)



## Online banking may save you money

**Do you have online banking?** Sending us downloaded statement information straight from your online banking means that it not only saves time but we can also more easily import the data into our accounting systems. We can then check for expenses and income which might otherwise have been overlooked. It can also fill in the gaps where you are missing receipts or invoices. This simple service could therefore save both time and money! Most online banking platforms allow you to export this information, for example as a CSV file.

### Don't have online banking?

No problem — simply give us a copy of your paper statements instead and we'll import the data.

### Useful tip!

Use a debit card just for your business expenses and that way you will always have a record of allowable expenses right on your bank statement — very useful if you ever lose a receipt.

## All your tax & accounting needs taken care of

At any time on any day a person wandering into the Tulse Hill shop will find a unique, multi-lingual team, with over 20 years of experience, ready to help them. They're friendly, knowledgeable and reliable, and are there for your accounting and tax-related needs — all, of course, backed up with cutting-edge technology. The team covers pretty much anything to do with tax issues, tax returns (preparing and filing), tax rebates and refunds, company accounts and so on. Here are just a few of the tax-related services covered:

- Tax **returns** for small businesses, landlords, partnerships etc.
- Tax **refunds** for all of the above.
- C.I.S. tax refunds and returns.
- Taxi and cab tax returns.
- Capital gains tax.
- VAT returns & refunds.
- Personal tax.
- Self-employed tax.
- Tax for directors.\*
- Tax for limited companies\* and partnerships.
- Payroll.\*
- Bookkeeping.
- Auto Enrolment.\*



Get in touch with Taxfile on **0208 761 8000** (07766 495 871 after hours) or book a free 20 minute appointment at [taxfile.co.uk/appointments/](http://taxfile.co.uk/appointments/) if you'd like to discuss anything tax-related.

*\* Items marked with an asterisk are handled by our Dulwich office just up the road. All other items are usually handled by our Tulse Hill shop.*

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## Happy With Our Service? Write a testimonial & receive £10 off!

If you are happy with our service, we'd love you to write a customer testimonial for our website. As a thank you, you'll receive a £10 off voucher which you can offset against your next Taxfile bill. Please submit your testimonial to [taxfile.co.uk/happy-customer/](http://taxfile.co.uk/happy-customer/) or email it to [web@taxfile.co.uk](mailto:web@taxfile.co.uk). Many thanks! See our customer testimonials at: [taxfile.co.uk/testimonials/](http://taxfile.co.uk/testimonials/)



## Introduce a new client & save 10%

As a Thank You to customers for their loyalty and custom throughout the years, Taxfile offer clients a 10% discount for introducing new clients.

## Saturday opening

The Thurlow Park Road office in Tulse Hill will be open every Saturday during November and December if the demand is there. As we said before, we **strongly** recommend that customers come in well before Christmas (ideally in October or November) if they need tax returns sorted out and filed for them. *Coming in early will also mean they'll get the lowest pricing!*

## Thank you

Lastly and most importantly, we wanted to simply say many thanks for your business — we really appreciate it. All too often businesses take customers for granted but, at Taxfile, we very much value every customer and all the work you bring to us. **Thank you!**

## Book an appointment online:

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