



## Online Submissions with Sage

### Payroll

#### **The faster way to submit information and payments**

The Inland Revenue is introducing changes to improve the way you submit information and payments. They are continually developing their online services to save you time completing, printing and submitting statutory forms. This provides you with the benefits of an easier, more efficient service.

#### **The future of Payroll Year End submissions**

Internet submission of Payroll Year End P35 and P14 information will become mandatory for all companies by 2010. Penalties will be incurred for any employer who does not meet their mandatory date for submission.

#### **Save time with more efficient services**

To benefit from the great time saving, more efficient services from the Inland Revenue, you will need an Internet connection, to register with the Government gateway at [www.gateway.gov.uk](http://www.gateway.gov.uk) and accredited or quality tested software to deliver your information.

### Benefits:

#### **Easier, quicker Payroll Year End procedures**

Prepare now and save time with the latest Sage payroll. Internet Submissions can speed up time consuming processes at Payroll Year End, providing an efficient method of securely delivering accurate information to the Inland Revenue. The Sage payroll range entitles you to an Internet Submission module, so whether it is mandatory for you to submit or not, you can benefit from the most efficient, time saving services.

#### **Online Payroll Submissions**

- 250+ employees 2004/2005
- 50+ employees 2005/2006
- 50 employees 2009/2010

#### **Benefits to Customer**

- 2007/2008 19th May 2008 £100 cash back from Inland Revenue (to qualify for cash back you have to use software that meets HMRC standards)
- 2008/2009 19th May 2009 £75 cash back from Inland Revenue
- Be ready for online filing before its compulsory
- Errors can be picked up easily

## Working with HMRC

Because we work closely with HMRC, we've already helped thousands of businesses submit year-end, P14 and P35 information, and in-year forms, such as P45 and P46 forms online directly through Sage Payroll.

Sage 50 Payroll 2008 is fully accredited by HMRC, so you have peace of mind knowing the information they receive from you is accurate and secure. And if HMRC do instruct you to make changes, you can apply them automatically, saving you the time and trouble of finding and altering them yourself.

## Work with HMRC

Because Sage 50 Payroll 2008 is accredited by HMRC, you can submit and receive payroll information online – reducing your paperwork and giving you peace of mind that the information they receive from you is accurate and secure. As all businesses will have to make online payments to HMRC by 2010, it's our way of helping you to stay one step ahead.

## Accounts

### Submit your VAT return online:

From 2010, all businesses will have to start to file and pay their VAT returns online – but our HMRC-recognised software lets you get ahead of the game with maximum confidence and minimum effort. And because our software has been fully tested and achieved HMRC recognition for filing VAT returns, you know you are submitting the right information, totally securely.

To submit your VAT Return / EC Sales List online, you must have a Government Gateway account. If you do not have a Government Gateway account, you can apply for one at **[www.hmrc.gov.uk](http://www.hmrc.gov.uk)**

When you receive your User ID and Activation PIN, you must activate them within 28 days from the date shown on your Activation PIN letter. If you do not, you will have to repeat the registration process. Your letter explains how to activate your registration.

If you submit your VAT Return online, HMRC state that you must make the corresponding payment electronically.

You can use Sage e-Banking to send your VAT Return payment to HMRC electronically.

If required, you can arrange to make your payment by another method, for example Direct Debit. For further information about the payment options available, please refer to the HMRC website, **<http://www.hmrc.gov.uk>**