



Local Authority or other body's details

Type of body

- Local Authority or similar body
- Academy school
- Charity
- Non-departmental bodies or similar bodies

Do you know your customer reference number?

- Yes
- No

Name

Buckland and Chipping Parish Council

UK address

Line 1

Lye End Farm,

Line 2

Sandon

Line 3 (optional)

buntingford

Postcode

SG9 0RS

Telephone number

07542758948

Period of claim

From

01 04 2023

To

31 03 2024

Is this your first claim?

Yes

No

Have you changed your bank details?

Yes

No

Invoice details

You must list the invoices on which you are claiming a refund in the Invoice details section.

Do you have more than 20 invoices?

Yes

No

Date of Invoice	Supplier's VAT Registration Number	Detailed description of supply	To whom addressed	VAT paid
04-04-2023	164749630	Coronation Mugs	Buckland and Chipping Parish Council	£ 15.76
06-04-2023	559097889	Electricity for AEDs	Buckland and Chipping Parish Council	£ 4.69
23-05-2023	941745120	accounting software	Buckland and Chipping Parish Council	£ 90.60
21-04-2023	214430802	Dog bin	Buckland and Chipping Parish Council	£ 123.14
07-07-2023	911343265	printing	Buckland and Chipping Parish Council	£ 11.70
24-07-2023	281060135	event expenses, portaloos	Buckland and Chipping Parish Council	£ 50.00
05-09-2023	240800405	poppy wreath	Buckland and Chipping Parish Council	£ 3.33
11-09-2023	324634513	event generator	Buckland and Chipping Parish Council	£ 16.00
05-10-2023	740744537	event advertising	Buckland and Chipping Parish Council	£ 43.20
19-10-2023	926762203	Website hosting	Buckland and Chipping Parish Council	£ 26.00

Declaration

Amount of refund

£

For local authorities or similar bodies: The tax claimed includes VAT incurred for exempt business activities which can be reclaimed under section 7 of Notice 749. (Tick if appropriate)

I am a non-departmental body or similar body and I am claiming a refund of the amount shown above which is the VAT incurred on the purchase of services listed in the existing Treasury Direction bought for my non-business activities. (Tick if appropriate)

I am claiming a refund of the amount shown above which is the VAT charged on goods and services bought for non- business activities
 The body named above makes no taxable supplies and is not registered for VAT, if requested I will produce tax invoices to support this claim

When you have printed the form, please sign and date it in the appropriate boxes. You are signing this form to say you have completed it accurately to the best of your knowledge.

Signature

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Date

DD MM YYYY

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What to do now

Please send the completed form along with any attachments to:

HMRC Payments VAT 126
HM Revenue and Customs
BX9 1JZ