MINSTRY OF FINANCE - VAT DEPARTMENT VAT RETURN WORKSHEET -- CASH ACCOUNITNG



PERIOD: January 1 to March 31 2015

SUMMARY OF PAYMENTS MADE TO CUSTOMS DEPARTMENT ON IMPORTS

NOTE:

- i. Please list all payments made to Customs for imports of goods during the tax period.
- ii. Do not record any transaction for which a payment has not been made yet.
- iii. Do not record amounts on which you did not pay VAT (i.e. on which payment was deferred).
- iv. Use this form to compile all imports including capital purchases such as furniture, computer, machinery and office equipment.

Date	Invoice No.	Description of Items				
			TIN No.	Amount \$\$	VAT (7.5%)	Total
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
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						\$0.00			
						\$0.00			
						\$0.00			
						\$0.00			
						\$0.00			
<=== Place the cursor here to insert additional rows. Rows will be inserted above. See instructions below.									
		Total		\$0.00	\$0.00	\$0.00			

Where to place on VAT return form ==>>

(IF YOU HAVE CAPITAL PURCHASES YOU MAY USE A BREAK OUT FURTHER)

<-- [L13] Operating Inputs (Optional)

L14

<-- [l12] Capital Inputs (Optional)

How to insert rows.

1. Place the cursor directly over the cell number.

- 2. <u>Click</u> on the cell number with the right mouse button (right click).
- 3. A drop down menu will appear.
- 4. Click (select) on the "Insert" option from the menu. The row will be inserted.

Double check: If you inserted rows, please check to make sure that your totals are summing up all rows.

L13