

FREE Small Business Accounts

VAT Bridge User Guide

(FSB-Bridge)

FSB Bridge User Guide

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INTRODUCTION

If you haven't already read the installation (and configuration) guide, then do so now because it contains information that I'm not going to repeat here.

This document describes the user of the FSB VAT Bridge application. The purpose of the application is to take, as Input, the "end of vat period" numbers that need to be submitted to HMRC and send them to HMRC.

Some terminology used by HMRC to denote various aspects of the interface with them.

- **Obligation.** Refers to the VAT Period.
 - it's start and end dates,
 - A status, **Open** or **Fulfilled**
 - An Open period also states when the VAT submission is due by
 - Whereas a Fulfilled period notes when the submission was done
- **Liability.** Refers to money owed by you to HMRC
 - Related to a specific period
 - With a reason for the outstanding amount
 - And when it's due to be paid by
- **Payment.**
 - The date that HMRC received payment
 - And how much you handed over

A composite list of the above, in date order, forms a **history** of Interactions. It is worth noting that the liability entries should only be transient.

The application will automatically fetch and remember the history for the preceding 12 months. A longer history will be remembered, if fetched. The application menu options provide for fetching history elements for dates other than the latest year. Bearing in mind that HMRC only provide history for a maximum of 4 years.

1.1 FIRST EXECUTION

The first time you run the application it will create its' own database, in the same folder that the application resides in.

- FSBA_VATBridge.ini

The file is a "text" file (accessible with Notepad or similar) in the Windows standard INI file format.

The file is used to remember assorted VAT and data settings, and also the VAT history. The file is automatically “backed up” every time that you use the application, creating a secondary history.

1.2 CONFIGURATION

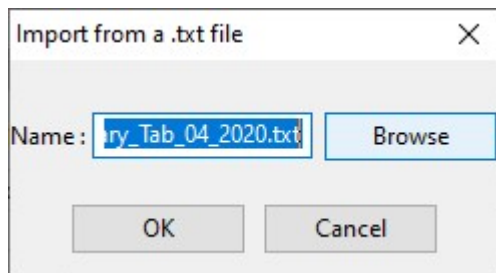
Is described in the installation guide.

VAT SUBMISSIONS

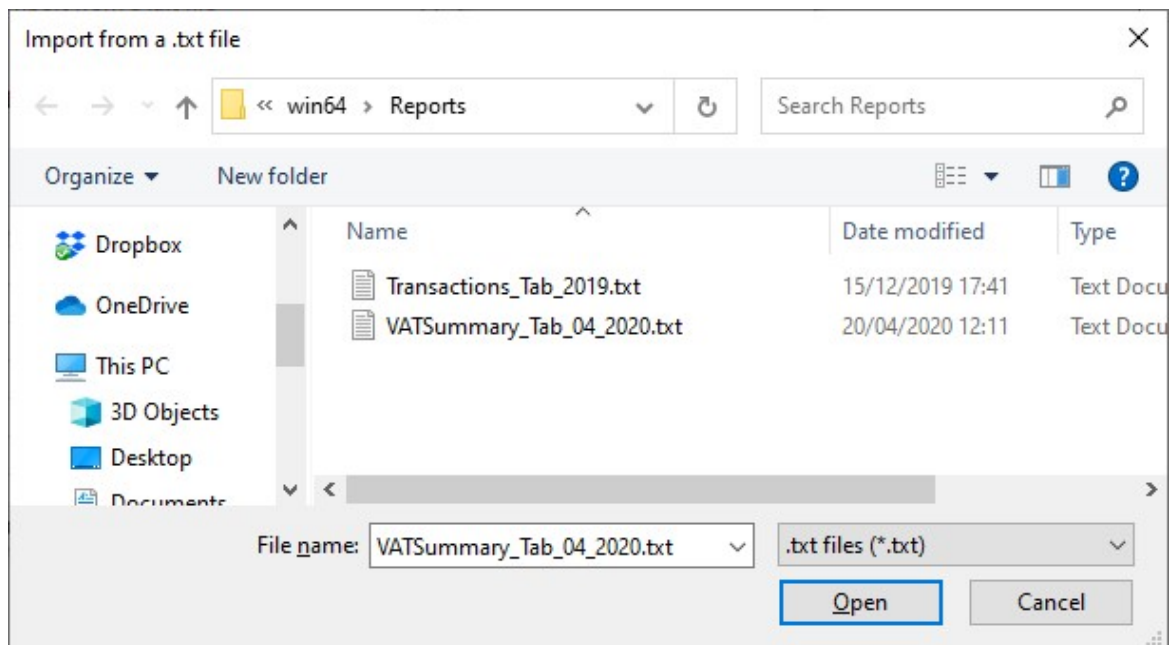
2.1 IMPORTING REPORT VALUES

The FSBA Accounts application (VAT Summary Report) can export accounts data for the current VAT period to a tab-delimited text file. See the installation manual for configuration of this option.

The **File / Import Tabbed** menu option is then used to fetch those data values into this application.

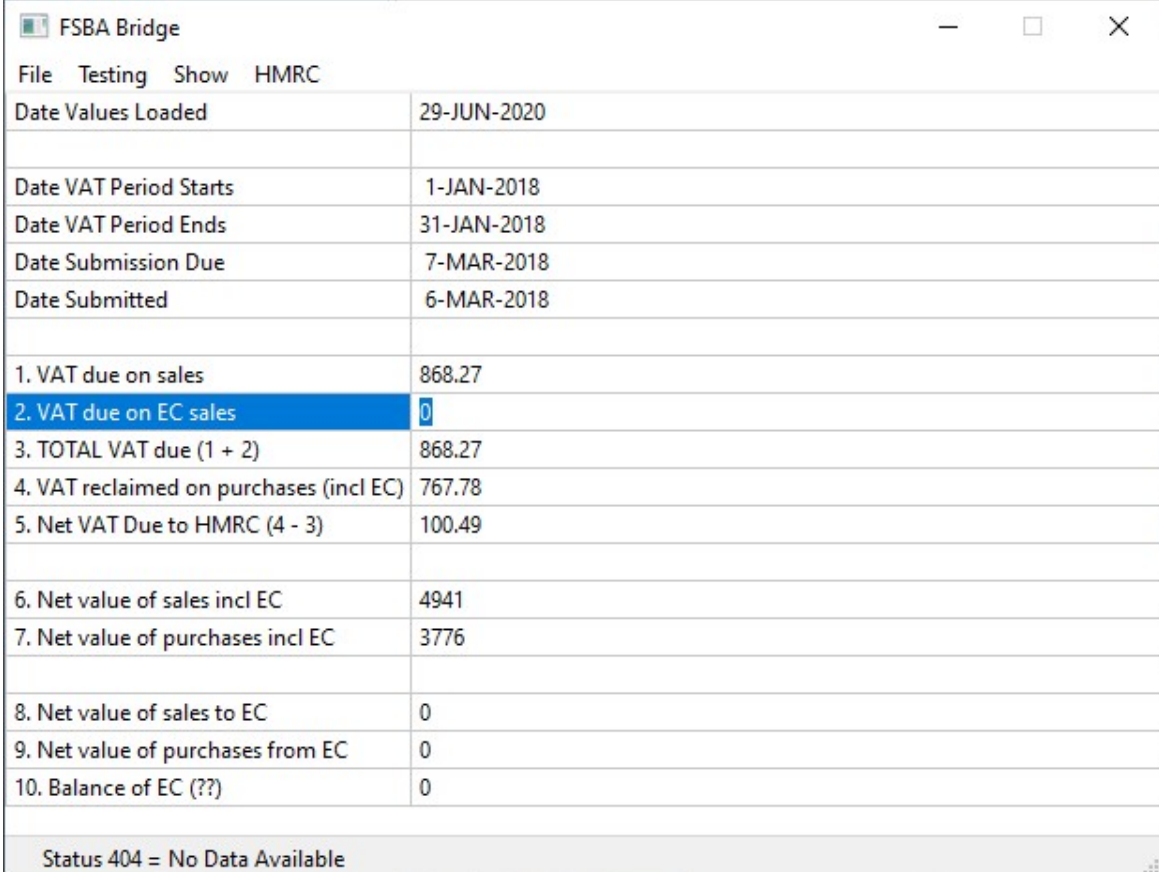


The currently display name is that of the last file imported, which has the benefit of placing the browser into the same folder as before.



2.2 DISPLAYING VALUES

The **Show / Values** menu option can be used to switch between the default display of history and current values. The display is automatically switched to after a data import, or the selection of viewing an old vat return. (this data is arbitrary)



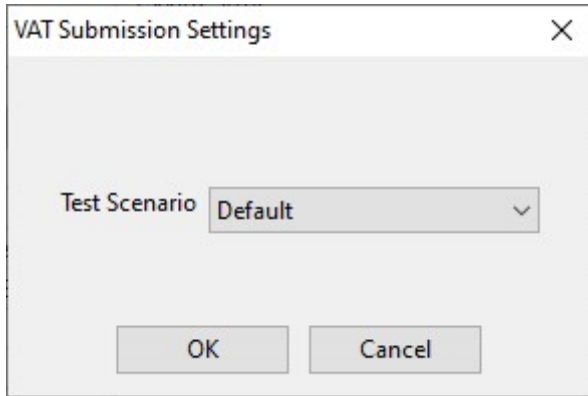
The screenshot shows the FSBA Bridge application window with a menu bar (File, Testing, Show, HMRC) and a table of VAT return data. The table has two columns: description and value. The row '2. VAT due on EC sales' is highlighted in blue. At the bottom of the table, there is a status bar that reads 'Status 404 = No Data Available'.

FSBA Bridge	
File Testing Show HMRC	
Date Values Loaded	29-JUN-2020
Date VAT Period Starts	1-JAN-2018
Date VAT Period Ends	31-JAN-2018
Date Submission Due	7-MAR-2018
Date Submitted	6-MAR-2018
1. VAT due on sales	868.27
2. VAT due on EC sales	0
3. TOTAL VAT due (1 + 2)	868.27
4. VAT reclaimed on purchases (incl EC)	767.78
5. Net VAT Due to HMRC (4 - 3)	100.49
6. Net value of sales incl EC	4941
7. Net value of purchases incl EC	3776
8. Net value of sales to EC	0
9. Net value of purchases from EC	0
10. Balance of EC (??)	0
Status 404 = No Data Available	

2.3 SUBMITTING REPORT

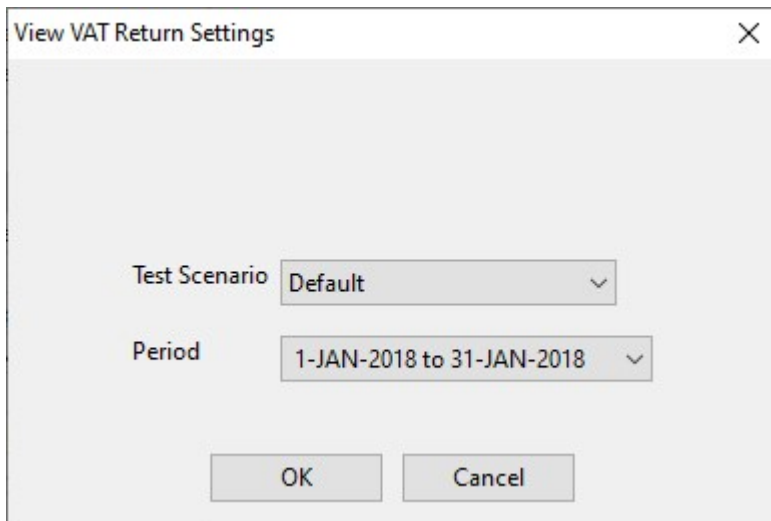
From the **Values** display, there is a “right click” popup menu with a **Submit Return** menu option. Alternatively, the **HMRC/Submit** option can be used instead.

This option will then prompt for confirmation before sending the values to HMRC.



2.4 VIEWING PREVIOUS REPORTS

From the history display, the entries for Completed VAT periods have a “right click” popup menu with a **View Return** option. Alternatively, the **HMRC/View Return** menu option can be used to select which period is required.



This option will then request the historical data from HMRC and display the received values in the **Values** display. Eg. (arbitrary data)

FSBA Bridge	
File Testing Show HMRC	
Date Values Loaded	29-JUN-2020
Date VAT Period Starts	1-JAN-2018
Date VAT Period Ends	31-JAN-2018
Date Submission Due	7-MAR-2018
Date Submitted	6-MAR-2018
1. VAT due on sales	868.27
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3. TOTAL VAT due (1 + 2)	868.27
4. VAT reclaimed on purchases (incl EC)	767.78
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6. Net value of sales incl EC	4941
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8. Net value of sales to EC	0
9. Net value of purchases from EC	0
10. Balance of EC (??)	0
Status 404 = No Data Available	

VAT HISTORY

The (default) History display is indicated below. The data content is imaginary.

The **Show / History** menu option can be used to switch between the default display of history and current values.

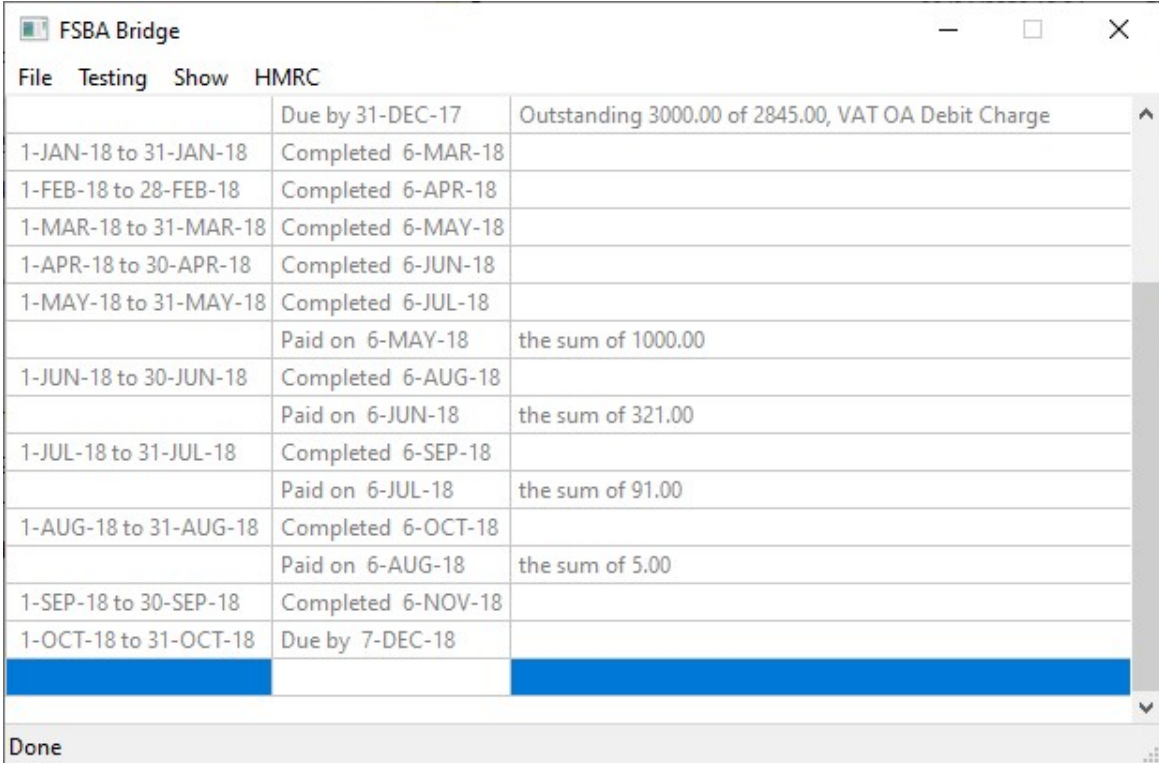
The display is intended to show the interaction history in date order. The date order being

- The start date of the period.
- The payment date of a payment
- The period date that a liability relates to.

The left column shows the VAT Period date.

The middle column varies upon the entry type. An **obligation** shows either the **due** date or the **completed** date as relevant. For a **liability**, it shows the **due** date, and for a **payment** the date that HMRC **received** it.

The right column shows payment/liability amounts.



File	Testing	Show	HMRC
		Due by 31-DEC-17	Outstanding 3000.00 of 2845.00, VAT OA Debit Charge
1-JAN-18 to 31-JAN-18		Completed 6-MAR-18	
1-FEB-18 to 28-FEB-18		Completed 6-APR-18	
1-MAR-18 to 31-MAR-18		Completed 6-MAY-18	
1-APR-18 to 30-APR-18		Completed 6-JUN-18	
1-MAY-18 to 31-MAY-18		Completed 6-JUL-18	
		Paid on 6-MAY-18	the sum of 1000.00
1-JUN-18 to 30-JUN-18		Completed 6-AUG-18	
		Paid on 6-JUN-18	the sum of 321.00
1-JUL-18 to 31-JUL-18		Completed 6-SEP-18	
		Paid on 6-JUL-18	the sum of 91.00
1-AUG-18 to 31-AUG-18		Completed 6-OCT-18	
		Paid on 6-AUG-18	the sum of 5.00
1-SEP-18 to 30-SEP-18		Completed 6-NOV-18	
1-OCT-18 to 31-OCT-18		Due by 7-DEC-18	

As already stated

- The application will automatically maintain the history for the last 12 months.
- Older data can be downloaded from HMRC, on request.
- HMRC only makes available data for the last 4 years.

To obtain older data, use the **HMRC** menu options.

3.1 DOWNLOAD OBLIGATIONS

The **HMRC / Get Obligations** menu option will display the following.

VAT Obligations

Define the type(s) of Obligation to show.

Type

Test Scenario

The following fields can be omitted for OPEN obligations.

From

To

The **Type** field chooses between

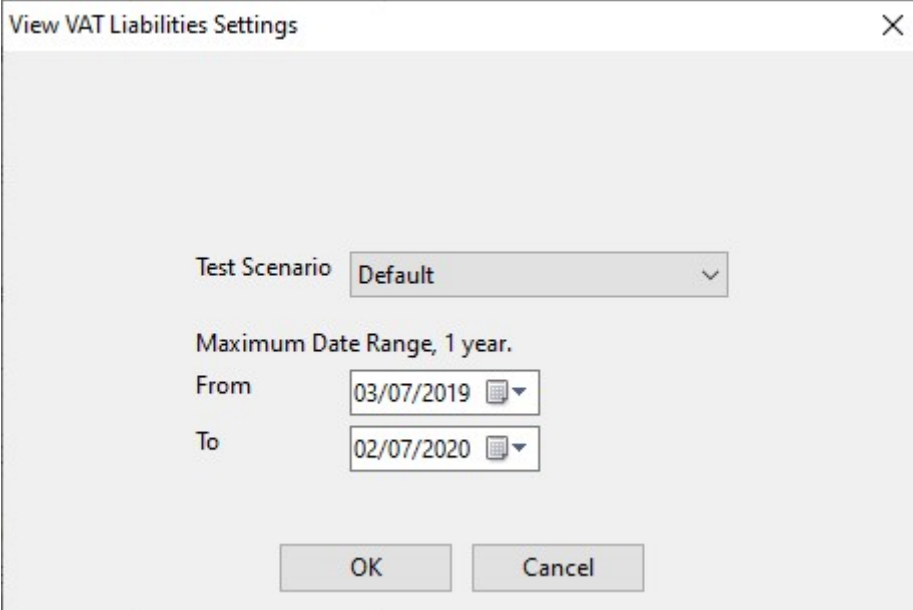
- All
- Open
- Fulfilled

The **From** and **To** date fields specify the date range for which you would like to request data.

NOTE THAT the date range cannot be more than one year.

3.2 DOWNLOAD LIABILITIES

The **HMRC / Get Liabilities** menu option will display the following.



View VAT Liabilities Settings

Test Scenario

Maximum Date Range, 1 year.

From

To

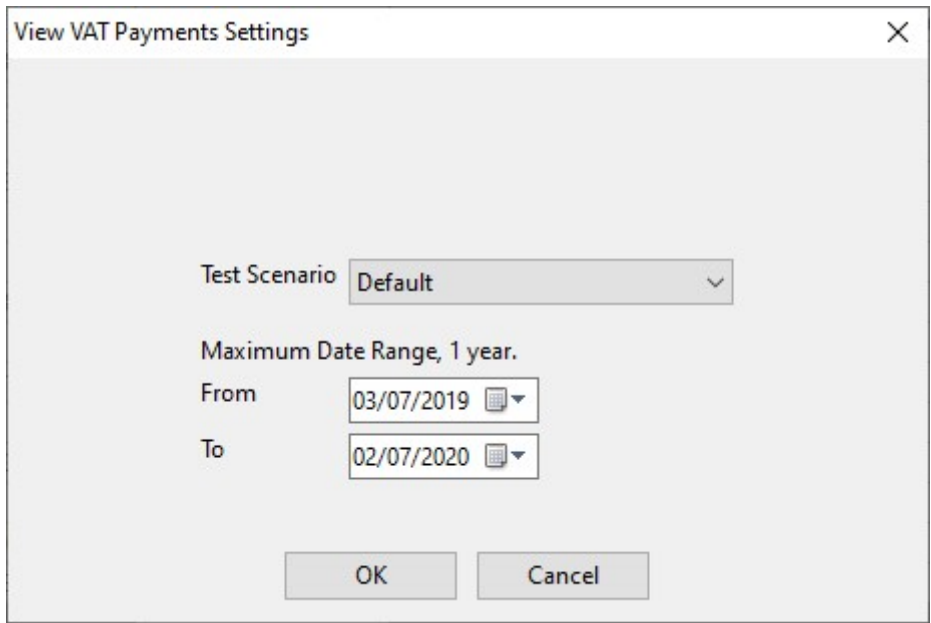
OK Cancel

The **From** and **To** date fields specify the date range for which you would like to request data.

NOTE THAT the date range cannot be more than one year.

3.3 DOWNLOAD PAYMENTS

The **HMRC / Get Payments** menu option will display the following.



The image shows a dialog box titled "View VAT Payments Settings" with a close button (X) in the top right corner. Inside the dialog, there is a "Test Scenario" dropdown menu set to "Default". Below this, a note states "Maximum Date Range, 1 year." There are two date selection fields: "From" with the date "03/07/2019" and "To" with the date "02/07/2020". Each date field has a calendar icon and a dropdown arrow. At the bottom of the dialog are "OK" and "Cancel" buttons.

The **From** and **To** date fields specify the date range for which you would like to request data.

NOTE THAT the date range cannot be more than one year.