



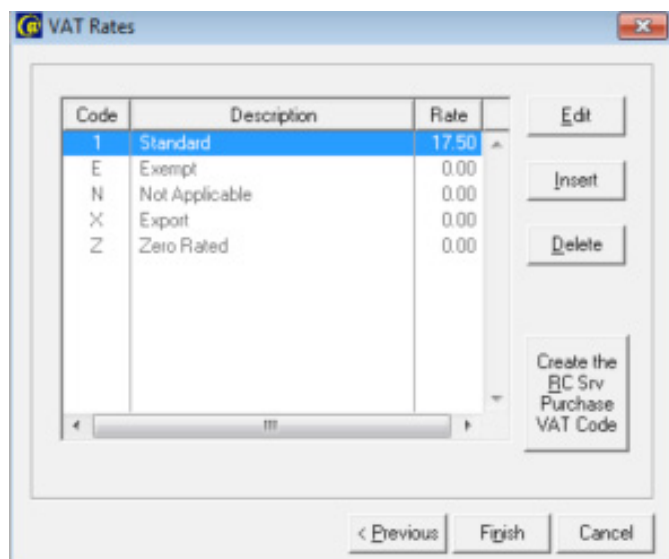
# Change of VAT Rate

*to take effect from 4th January 2011*

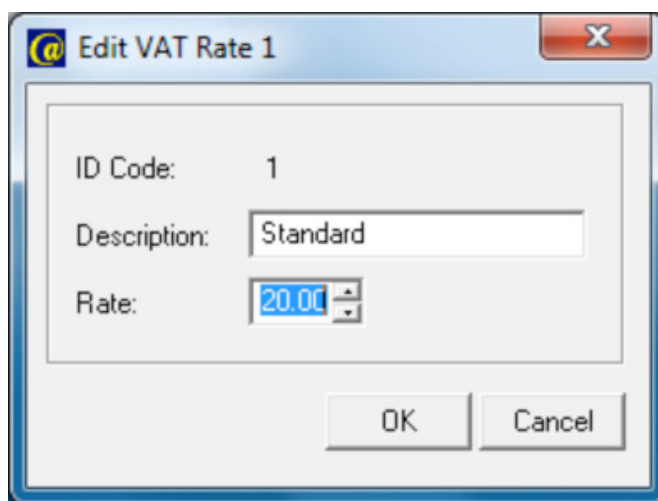
## Capital Gold

From 4th January 2011, the UK standard rate of VAT will increase from 17.5% to 20%. This factsheet explains how this change affects Capital Gold users and what you need to do.

Capital Gold will allow you to change the VAT rate yourself—you need to go to the Parameters Menu and select VAT Rates. Highlight Code 1 Standard at 17.50% and click edit.



- Change the rate from 17.50% to 20.00 % and click ok as shown in the screen shot below.



- Click Finish to accept and update.

The change in VAT rate will need to be made with a System Date of 04/01/2011. If you make the change prior to this date then the new Rate of 20.00% will be used. If you have any outstanding orders on the system with a VAT Rate of 17.50%, then providing the system date is 04/01/2011 or greater they will be invoiced at the new rate.

All new Orders/Invoices etc entered into Capital Gold with a system date of 04/01/2011 or greater will automatically take the new rate. Therefore you must be very careful around this time to make sure that your Capital Gold System Date is correct for the transactions you are posting.

**For further detailed information and HMRC guidance about the change, please visit the HMRC Website.**

Visit [www.tsg.com/vatchange2011](http://www.tsg.com/vatchange2011) for more details

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