

## Product summary

The environment surrounding HM Revenue and Customs (HMRC) compliance checks has changed and, from 1 April 2009, HMRC's powers have increased dramatically. They are now able to:

- Make inspections unannounced \*
- Check your records before a tax return is filed
- Demand records without issuing a formal notice
- Ask third parties to check the accuracy of information
- Investigate direct taxes, VAT and employer compliance, since inspectors have now all been cross trained

With a new penalty structure based on subjective 'reasonable care' clauses now available to them, HMRC has developed new tactics to collect as much revenue from non-compliance as they can. Their aim is no longer simply to open full enquiries, but to target taxpayers and convince them to comply with HMRC underpayment estimates as quickly as possible. The most efficient way for them to do this is to demand early stage pre-return meetings.

### Our Premier Protection Service protects our clients from the outset

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|--------------------------------|--|
| ■ HMRC Full Enquiries          | ■ IR35 Reviews                               |
| ■ HMRC Aspect Enquiries        | ■ Construction Industry Scheme Reviews       |
| ■ VAT Disputes                 | ■ Record Reviews                             |
| ■ Employer Compliance Disputes | ■ Cross Tax Enquiries                        |
| ■ VAT Reviews                  | ■ Light Touch Interventions                  |
| ■ Employer Compliance Reviews  | ■ HMRC Non Written Approaches                |
| ■ Directors and Partners Cover | ■ No excess and 'no reasonable care' clauses |

### What is not included in the service?

- Any enquiry, review, intervention or dispute;
  - by, with or on behalf of HM Revenue and Customs Special Civil Investigations Office or Criminal Taxes Unit
  - carried out under HM Revenue and Customs Civil Investigations of Fraud procedure, Public Notice 160 or Section 60 of VAT Act 1994
  - where HM Revenue and Customs has issued a Code of Practice 8 or 9 leaflet
  - into compliance with National Minimum Wage or Tax Credits Legislation
  - concerning a failure to reconcile returns
  - circumstances where you unreasonably failed to implement changes or corrections identified and agreed with HM Revenue and Customs during a previous enquiry, review, intervention or dispute
- Circumstances we or you ought to have known about before you joined the Premier Protection Client Service
- The cost of taxes, fines, penalties, interest, compensation or damages which you are required to pay
- The cost of preparing accounts, records or statutory returns and the cost of professional valuations to support them
- The cost of reconciling returns and the cost of compliance work ordinarily capable of being completed by you
- Any criminal prosecution or any judicial review.

\* Where there is a perceived potential for the taxpayer to move stock/assets/trade away from the premises after being advised of a visit.

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## Conditions which apply to the service

- No more than one of your last;
  - (a) Four consecutive statutory returns due for submission monthly
  - (b) Four consecutive statutory returns due for submission quarterly
  - (c) Two consecutive statutory returns due for submission annuallyrelating to the Premier Protection Client Service, was submitted, or remains un-submitted, to HM Revenue and Customs after expiry of its statutory time limit; and
  - (d) any such return submitted late, or which remained un-submitted, on or before the date the enquiry, review or intervention arose, was no more than 90 days late unless HM Revenue and Customs accepts the reason for the delay.
- Where a return has not been issued, you have notified HM Revenue and Customs within the statutory time limits of chargeability to tax and if appropriate, your operation of PAYE and your use of sub contractors in the construction industry; and you have registered for VAT where required
- We must be your Self Assessment tax return agent when an enquiry, review or intervention commences
- In respect of any non written enquiry, intervention or request for review by HM Revenue and Customs you had at least 60 days continuous entitlement to your Premier Protection Client Service before the enquiry, intervention or request for review arose
- You must at all times during the course of an enquiry, review, intervention or dispute
  - give us a full and truthful account of your affairs
  - co-operate with us, or suitably qualified person or firm we appoint to assist us, and follow our and their advice
- There must be good prospects of reducing any alleged liability to tax or National Insurance Contributions
- You must be one of our clients when notification is made.

## Notification procedure

You should let us know of an enquiry, review, intervention or dispute as soon as possible. We will represent your interests and keep you informed of the progress of any notification you make.

**Important: This document only provides a summary of the Premier Protection Client Service. A copy of the Premier Protection Client Service Master Agreement, which provides full details of the terms, conditions and limitations of the service, is available from us on request.**