

MTD for VAT Filing - Importing a VAT Calculation from Sage

Quick Start Guide

BTCSOFTWARE'S Making Tax Digital Solution is hosted on our BTCHUB platform. It is a software as a service (SAAS) product.

Filing MTD VAT returns is mandatory for the bulk of businesses over the VAT threshold of £85K from April 2019. As with our other products, we will offer our customers various import options for completing their VAT returns.

This guide explains how to import a VAT calculation from Sage using a CSV file as part of the MTD for VAT filing process.



To start working on the MTD for VAT return, please follow the steps below:

1. Login to BTCHub



Email

Password

Remember My Login

[Forgot password?](#)

[Website Terms of Use](#)

Note: Roughly 3.5% of VAT-registered entities will be mandated into MTD for VAT from 1st October 2019 instead of 1st April 2019.

These complex organisations include: trusts, not-for-profit organisations that are not companies (including some charities), VAT divisions, VAT groups, those public sector entities required to provide additional information alongside their VAT return (such as government departments and NHS Trusts), local authorities, public corporations, traders based overseas, those required to make payments on account and annual accounting scheme users.

2. Click 'VAT Dashboard' on the left menu



3. Start typing the client's name in the search box provided



4. Select your client to open the VAT Return

5. If you are opening a VAT return for the first time, HMRC will require you to complete an authorisation process. This only needs to be completed once every 18 months - Agents go through this process only once whereas Companies go through this process once per VAT number. To complete the authorisation process, [please view our guide here](#).



HM Revenue & Customs

Authority to interact with HMRC on your behalf

The BTCHub software application is requesting to do the following:

- View your VAT information
- Change your VAT information

It will be able to do the above for 18 months from when you grant authority.

[Do not grant authority](#)

You can [remove this authority](#) at any time.

6. After completing the authorisation process, you can now proceed to selecting the obligation to submit to HMRC.

Note: Obligation means your quarterly or monthly MTD for VAT return filing requirement to HMRC.

Nuts and Bolts Ltd (Change Client)
 Client Name: Nuts and Bolts Ltd Reference: 90613729 VAT Number: 666551141 Phone:

Obligations from 01/04/2018 to 31/03/2019

Period	Due Date ^	Status	Received Date
01/01/2017 to 31/03/2017	07/05/2017	Fulfilled	06/05/2017
01/04/2017 to 30/06/2017	07/08/2017	Open	

Liabilities from 24/10/2017 to 24/10/2018

Period	Type	Due Date	Original Amount	Outstanding Amount
No data available				

Payments from 24/10/2017 to 24/10/2018

Received Date	Amount
No data available	

Create VAT Return Import ▾ Save Submit

1. VAT Due Sales:	<input type="text"/>	6. Total Value Sales Ex VAT:	<input type="text"/>
2. VAT Due Acquisitions:	<input type="text"/>	7. Total Value Purchases Ex VAT:	<input type="text"/>
3. Total VAT Due:	<input type="text"/>	8. Total Value Goods Supplied Ex VAT:	<input type="text"/>
4. VAT Reclaimed current period:	<input type="text"/>	9. Total Acquisitions Ex VAT:	<input type="text"/>
5. Net VAT Due:	<input type="text"/>		

Importing data from Sage into the MTD VAT Return on BTCHub.

1. Click 'Import'

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5. Net VAT Due:	<input type="text"/>		

Importing from Sage continued...

2. Select Sage as your bookkeeping package

Import VAT data from Sage



Data is valid.

Browse... VATRET.csv

Ok

Cancel

3. Browse and select the CSV file

4. Click 'Ok' to view the VAT return populated with the data from the CSV file

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Period	Type	Due Date	Original Amount	Outstanding Amount
No data available				

Payments from 24/10/2017 to 24/10/2018

Received Date	Amount
No data available	

Create VAT Return

1. VAT Due Sales:	5846.50	6. Total Value Sales Ex VAT:	29233
2. VAT Due Acquisitions:	0.00	7. Total Value Purchases Ex VAT:	22998
3. Total VAT Due:	5846.50	8. Total Value Goods Supplied Ex VAT:	0
4. VAT Reclaimed current period:	4463.15	9. Total Acquisitions Ex VAT:	0
5. Net VAT Due:	1383.35		

Import Save Submit

Submitting the VAT Obligation

After digitally transferring the VAT data into the MTD VAT return, you can either save the return to submit this later, or you can save and submit right away.

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Liabilities from 24/10/2017 to 24/10/2018

Period	Type	Due Date	Original Amount	Outstanding Amount
No data available				

Payments from 24/10/2017 to 24/10/2018

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Create VAT Return

Import Save Submit

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3. Total VAT Due:	5846.50	8. Total Value Goods Supplied Ex VAT:	0
4. VAT Reclaimed current period:	4463.15	9. Total Acquisitions Ex VAT:	0
5. Net VAT Due:	1383.35		

- Click the 'Save' button to save the obligation to submit this later to HMRC
- Click the 'Submit' button to submit the obligation to HMRC right away.

You will then receive a submission confirmation message. If your submission is successful, the VAT obligation will be marked as 'Fulfilled'.

Submission Receipt ×

Correlation ID: [REDACTED]

Receipt ID: [REDACTED]

Receipt Date: 24/10/2018 14:44:35

Processing Date: 24/10/2018

Payment Indicator: DD

Form Bundle Number: [REDACTED]

Charge Reference Number: [REDACTED]

Close



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