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SEPTIMUS GROUP LTD
59 FARMERS WAY
BASSINGTON
SHROPSHIRE

TF10 5TV

Period: 1 JAN 2010 to 28 FEB 2011

Issued by

MR P WATTS
HM Inspector of Taxes
31 BLENHIEM ROAD
JACKLEY
SHROPSHIRE
TF9 5TV

Telephone number
01952 585000

Date of issue
14 APR 2010

Reference
131 70286 92749 A01 01/01

COM EXAMPLE ONLY

Please show this form to the company's agent, if it has one.

Our records suggest that the company may be required to pay tax* in instalments for the period shown. The notes overleaf will help you decide whether the instalment payment provisions apply to the company. More information is available at www.hmrc.gov.uk

If the company is included in a Group Payment Arrangement (GPA) please do not use this payslip and disregard the payment advice below. Only the nominated company should make payments, by electronic funds transfer, as detailed in the acceptance letter for the GPA.

Advice on how to pay is given overleaf. If you need a payslip one is below. You can use it for any payment of tax*, at any time, but **only for the period shown above**. You do not need to identify any payment as relating to a particular instalment due date. We will send a separate payslip about one month before each instalment date for this period. If you need further advice on how to pay, or need to make another payment but have already used the payslip, please phone the number shown above.

* Tax' means the total of:

- the company's Corporation Tax liability net of all reliefs and set-offs
 - any tax due from a close company under Section 419 Income and Corporation Taxes Act 1988 on loans or advances
 - any tax due under Section 501A of that Act (supplementary charge in respect of ring fence activities)
 - any tax due under Section 747 of that Act (Controlled Foreign Companies)
- minus**
- any Income Tax deducted from income received by the company (provided it has not been set off against Income Tax for which the company is liable to account on payments it has made), and
 - any deductions from company income under the Construction Industry scheme (only before 6 April 2002).

You should only use the payslip below for the period shown above. Do not use it for any other period.

CT608 (Cumb)

▼ If you need to use the payslip, please detach here ▼

HMRC 01/11

 **Alliance & Leicester** Trans cash
COMMERCIAL BANK
Bootle Merseyside GIR 0AA

Payslip

 **HM Revenue
& Customs**

bank giro credit



158
24

Reference

7028692749A00101A

Credit account number

157 8006

Amount due
(no fee payable at PO counter)

£

For official use

CHEQUE ACCEPTABLE

For official use

SEPTIMUS GROUP LTD

Cashier's stamp and initials

Signature _____ Date _____

For official use

NATWEST BANK PLC
HEAD OFFICE COLLECTION A/C
HM REVENUE & CUSTOMS

CASH		
CHEQUE		

£

CT608 (Cumb)

HMRC 01/11

57-80-06

Please do not fold this payslip or write or mark below this line

Notes

The Corporation Tax (Instalment Payments) Regulations 1998, set out the rules for instalment payments.

A company must pay its tax in instalments for an accounting period (AP) ending on or after 1 July 1999 if it is large.

A large company is one whose:

- profits for the AP are more than the 'upper relevant maximum amount' (in force at the end of the AP) (Section 13 ICTA 1988), and
- tax liability exceeds £10,000 (£5,000 for APs ended before 1 July 2000), proportionately reduced if the AP lasts less than 12 months.

A company is not large if its profits for that AP do not exceed £10 million, and it was not a large company in the 12 months preceding that AP.

This means that, to be liable to pay tax in instalments, the company's profits chargeable to Corporation Tax must be more than £1.5 million* (proportionately reduced if the AP lasts less than 12 months or if the company has associated companies).

The full details of when and how much to pay are in *Regulations 4, 5 and 5A*. The following notes show you how to work out the due and payable dates.

For most large companies for a typical 12 month AP all tax is payable in four equal instalments. The first of these is due six months and 13 days from the start of the AP, the second three months after the first, the third three months after the second, and the final instalment three months and 14 days from the end of the AP.

* For APs ending on or after 1 July 2005 for large companies liable to Corporation Tax and supplementary charge in relation to ring fence profits (Sections 501A and 502 ICTA 1988) these liabilities are payable in three instalments for a typical 12 month AP. The instalments are 25%, 25% and 50% of this liability for APs ending before 1 July 2006, and three equal instalments for APs ending thereafter. The first is due six months and 13 days from the start of the AP, the second three months after the first, and the third 14 days from the end of the AP. Other tax is due in four equal instalments.

* For shorter APs instalments are payable at three-monthly intervals from six months and 13 days from the start of the AP. The rules are modified so that any instalment amount, including the first, that would otherwise be due more than three months and 14 days from the end of the AP is due three months and 14 days from the end of the AP. The reference to 'three months and 14 days' immediately above is modified to '14 days' only in the case of Corporation Tax and supplementary charge on ring fence profits.

It is for you to determine whether or not the company is required to make instalment payments. If you make an instalment payment you find was not necessary, you can apply to your HMRC office, the one you deliver your return to, for repayment. If the company has paid too little you can make an additional payment at any time.

We will charge interest on any amount paid late.

We will credit interest on amounts paid early and on any amount overpaid.

All interest calculations will be made after the company has sent in its return for this AP.






There are penalties where a company deliberately or recklessly fails to pay in accordance with *Regulation 5*, or fraudulently or negligently claims repayment.

Please note that you should continue to make any quarterly payments of Income Tax on form CT61.

* This is the amount fixed by Parliament in 1994. This figure might be changed by a later Finance Act.

Paying HMRC

Please ensure your payment reaches us by the due date.

<p>1. Direct Debit</p>  <p>To set up a Direct Debit payment go to www.online.hmrc.gov.uk/online Login and select <i>Direct Debit payment</i> from the <i>Main menu</i>. If you are a new user you will first have to register and enrol for the appropriate service.</p>	<p>4. Your bank</p>  <p>If your bank offers this service, take the payslip and payment to any branch of your bank. Any cheque must be drawn on your bank, and made payable to 'HM REVENUE & CUSTOMS ONLY'. Other banks may refuse to accept payment.</p>
<p>2. Direct Payment</p>  <p>Using the Internet or phone, provide your bank or building society with the following information to make a Direct Payment:</p> <ul style="list-style-type: none"> • payment amount • sort code 08-32-10 • account name 'HMRC' and account number 12001039 • your reference as shown on the payslip. 	<p>5. Post Office</p>  <p>Take this form with your payment to any participating Post Office. If paying by cheque, make your cheque payable to 'POST OFFICE LTD'. The Post Office also accept payment by Debit Card.</p> <p>All payments of Corporation Tax, and any related interest or penalties, must be made electronically. Any of the payment methods 1 to 5 are acceptable.</p>
<p>3. BillPay</p>  <p>You can pay by Debit Card or Credit Card over the Internet. Go to www.santanderbillpayment.co.uk/hmrc and follow the guidance.</p>	<p>Further payment information</p> <p>You can find further payment information online. Go to www.hmrc.gov.uk and under <i>Quick links</i> select <i>Paying HMRC</i>. Or you can phone us on 01236 785057</p>