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Brochure

2012/13 TAX RETURNS

Do you :

1.let out one or more of your holiday homes?

2.Are you a taxpayer i.e. paying PAYE tax?

Do you want to get a substantial sum of money back from the Inland Revenue?

I'm sure the answer is a resounding YES

If the above are true, then you could earn a considerable tax saving with the right help. Most caravan owners do not get the best from their rentals.

Refunds do vary according to personal circumstances but I anticipate that average refunds under the new tax regime will average at over £1,000 but could vary from £350 to £2,800.

Even if you are so successful in letting the caravan[s] that you do not qualify for a refund, I can reduce your tax liability considerably. However, the latter situation is the most desirable to be in as the extra income is far more beneficial to you than the tax refund!

Let me keep such accounts as are necessary to minimise your tax liability/obtain a considerable tax refund from you.

Dear Caravan Owner,

I would like to take this opportunity to introduce my company to you.

I set up some years ago, after becoming as caravan owner myself, to provide the best and most professional tax service to caravan owners. I seek to maximise the refunds they can obtain from the Inland Revenue or, even if they are so successful in letting their caravans that no refund is possible, to minimise any tax they must pay.

Until the middle of 2010 season, I owned two caravans myself on a local site, so had some eight years experience as an owner; I believe, this makes me more aware of the concerns of clients. I have personal experience rather than just a professional one and am happy to provide general advice on caravan hiring based on those years as a caravan hirer.

I have strict ethics on the confidentiality of information disclosed to me by my clients and how successful I have been on their behalf. All information provided will be treated with the utmost professional confidence whether or not you appoint me to complete your return. However, you can check my existing clients reference by going to <http://www.freeindex.co.uk/more-reviews.htm?id=86447>

I feel it would be wrong to expect a potential client to commit themselves blind, so I offer a free estimate of the amount of any refund that I believe I can obtain. If you wish me to prepare your estimate, please request the necessary questionnaire and submit it at your convenience.

I do not ask any new client to commit until they have the result of this estimate. Should the client wish then to proceed, I ask them to sign my Letter of Engagement and remit the fee at that point.

Existing clients are committed to pay for the estimate, as they will have some idea of their commitment from the previous year. I have prepared a combined questionnaire so as to reduce the timescale and I request existing clients to forward my standard fee [below] with that questionnaire :

TAX SERVICE CHARGES 2012/13 TAX RETURNS			Fixed fee – subject to max hours	Hourly rate	Max hours al- lowed
[FULL FEE = NOVEMBER TO JANUARY INCLUSIVE]					
April to June [25% discount]					
Fee for basic tax returns [no caravans etc.] and partners returns			£50	£30	
One caravan		1	£225	£30	7.5
For each additional caravan or tax source =	£60	2	£285	£30	9.5
		3	£345	£30	11.5
		4	£405	£30	13.5
July to October [10% discount]					
Fee for basic tax returns [no caravans etc.] and partners returns			£59	£36	
One caravan		1	£270	£36	7.5
For each additional caravan or tax source =	£72	2	£342	36	9.5
		3	£414	36	11.5
		4	£486	36	13.5
Full [undiscounted] Charge [November to January inclusive]					
Fee for basic tax returns [no caravans etc.] and partners returns			66	£36	
One caravan		1	£300	£40	7.5
For each additional caravan or tax source =	£80	2	£380	£40	9.5
		3	£460	£40	11.5
		4	£540	£40	13.5
<u>N.B. For secondary income[s] the additional caravan prices will apply but the company may levy an additional charge at the point of submission if the maximum hours allowed is exceeded. It is unlikely that single caravan returns will exceed the maximum hours but the clients full co-operation is requested to ensure this doesn't happen.</u>					
PLEASE NOTE THAT THE COMPANY'S FUTURE POLICY WILL BE TO INCREASE CHARGES ANNUALLY IN LINE WITH THE RETAIL PRICE INDEX					

Any Revenue refund goes straight to the clients bank account, usually within 5-10 working days of my submission, although a refund by cheque is possible. **If there are other income sources to account for on your return, then we will need to discuss the additional cost.**

Please note that, where earlier years' returns are required, then my fee is for each year's return.

I am not VAT registered and have taken a decision, on principal, not to reach the VAT threshold, where I would have to register. This ensures that my clients do not have to pay VAT on my fees.

I am a Fellow Member of the Association of Accounting Technicians with over 40 years experience and am registered, as a member in practice, to provide these services. As such I can offer you a professional service, based on my personal experience in many accountancy fields. I, of course, have the professional support & expertise of this body, should it be required. I, also, have Professional Indemnity cover for my clients.

I came to specialise in caravan tax when I had problems obtaining the right advice as a new owner, even from the local HM Revenue & Customs themselves. As a result, I carried out considerable research and found that caravan tax was a very grey area.

I have built up a considerable client base online, which works far better than one meeting, then corresponding by post. In fact, many of my current clients have come on direct recommendation from other clients with whom they have been talking on their relative Parks.

Through email or telephone, I can provide a rapid response to my customers and be available whenever a client has questions or problems. I try to turn around all emails within 48 [working day] hours. However, I cannot guarantee any particular turn-around time for estimates/returns, as work demand varies throughout the year, and I deal with everyone in strict rotation.

I should stress that each clients claim is unique to that client and I may have to come back on one or more occasions to obtain the full information to maximise the clients refunds. This correspondence may be before I make my estimate and/or during the completion of the final tax return. I believe it to be in my clients' best interest to question any point which could bring to light other information that is relevant. However, it is also in the client's own best interest to provide all the information requested in my questionnaire and full copies of all invoices/receipts for any expenditure incurred, the latter now being required under current Money Laundering Regulations.

When you authorise me to act as your agent, you are only committed to that one tax year. If you are not satisfied with that year's return, you are quite free to go elsewhere but I am sure that you will wish to return year after year, as so many of my clients have to date.

Clients are well advised to commence the return each April, as there are now heavy fines for failing to meet the HMRC [HM Revenue & Customs] deadlines.

I incorporated myself into a limited company to provide assurance to my customers, and for tax reasons; however, my personal service to my customers remains unchanged.

As further evidence of my success for my clients, please go online to <http://www.freeindex.co.uk/li.htm?na=gSINhRiQfT&ds=INdXdX&pg=reviews> Where you can read my existing clients views and comments on my service.

I look forward to assisting you.

Anthony R. Maddison

Maddison Accountancy Services Ltd.