

2 Minute Business VAT Health Check

		All OK	Needs attention	Urgent!
1.	Have you had a recent VAT health check?	Yes	Don't know	No
2.	Do you compare your VAT returns against annual accounts?	Yes	Don't know	No
3.	Are you utilising any of the available VAT schemes?	Yes	Don't know	No
4.	Have you done a VAT planning exercise?	Yes	Don't know	No
5.	Have you reviewed your business expenses to ensure their eligibility for input tax?	Yes	Don't know	No
6.	Are you sure you are on the right scheme?	Yes	Don't know	No
7.	Does your VAT certificate reflect the correct details?	Yes	Don't know	No
8.	Are you filing VAT returns on time?	Yes	Don't know	No
9.	Have you got VAT investigation fee protection?	Yes	Don't know	No

Action Points

		Completed
1.		
2.		
3.		
4.		
5.		
6.		
7.		