HM Customs and Excise

VAT refunds for DIY builders and converters

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Name of claimant (BLOCK LETTERS)

Part 4: Goods, materials and services claimed for invoices NOT showing VAT separately

When you fill in this part, you must:

- list those goods, materials and services for which you were charged VAT but the supplier's invoices do not show it separately. Do not include items not eligible for the scheme. Section 4 of Notice 719 gives examples of items not covered by the scheme;
- either subtract the amount of any credit note you receive from the relevant invoice entry or put it in red in the list and subtract it from the total;
- attach all the original invoices to this Part in the same order as they are listed;
- work out the VAT in box 2 as set out in the folder.

Please write in **black** ink, cross out any mistakes you make and insert the correct details above them. The person making the claim must initial the alterations.

Date of invoice	Brief description of goods or service	Quantity	Supplier's name	Supplier's VAT registration number	Invoice number	Total amount paid £	p
					Total amount paid	**1.**	
					Total calculated VAT	**2.**	

(carry forward overleaf if necessary)

Date of invoice	Brief description of goods or service	Quantity	Supplier's name	Supplier's VAT registration number	Invoice number	Total amount paid £	p
					Balance brought forward from overleaf		
					Total amount paid 1.		
					Total calculated VAT 2.		

Please use a continuation sheet if necessary