



Local Authority or other body's details

Type of body

- Local Authority or similar body
- Academy school
- Charity
- Non-departmental bodies or similar bodies

Do you know your customer reference number?

- Yes
- No

Name

Chale Parish Council

UK address

Line 1

12 Manor Crescent

Line 2

Rookley

Line 3 (optional)

Ventnore

Postcode

PO38 3NS

Telephone number

07854232216

Period of claim

From

01 04 2023

To

29 02 2024

Is this your first claim?

Yes

No

Have you changed your bank details?

Yes

No

Invoice details

You must list the invoices on which you are claiming a refund in the Invoice details section.

Do you have more than 20 invoices?

Yes

No

Date of Invoice	Supplier's VAT Registration Number	Detailed description of supply	To whom addressed	VAT paid
12-04-2023	321931874	Emptying of Dog Foul waste bins	Chale Parish Council	£ 34.80
12-04-2023	675974471	Repairs to village car park - relay of slabs and renew of ashfelt.	Chale Parish Council	£ 60.00
12-04-2023	675974471	removal of bollards on green	Chale Parish Council	£ 60.00
12-04-2023	320093700	purchase of copier paper and lever arch file	M.BaileyClerk	£ 1.16
16-04-2023	320093700	purchase of tableware for Kings Coronation celebration event	M.BaileyClerk	£ 0.86
19-04-2023	591272335	purchase of paper plates, cups for coronation event.	M.BaileyClerk	£ 1.42
19-04-2023	798195656	purchase of party balloons and bunting for coronation event	M.BaileyClerk	£ 2.25
12-06-2023	553769603	supply of electricity to youth hut.	Chale Parish Council	£ 8.17
12-06-2023	887750270	Purchase of defibrillator pads.	M.BaileyClerk	£ 11.99
12-06-2023	107408688	Purchase of hospitality gift. (monument repairs)	M.Bailey	£ 6.12
04-09-2023	321931874	Emptying of dog foul bins	Chale Parish Council	£ 28.16
13-11-2023	108366865	Grounds maintenance contract	Chale Parish Clerk	£ 158.00
13-11-2023	591272335	purchase of village christmas tree lights.	P.GoslingCouncil Member	£ 6.95
13-11-2023	226659933	purchase of new office printer and ink.	M.BaileyClerk	£ 19.75
23-11-2023	332957933	Purchase of Village Christmas tree.	Chale Parish Council	£ 22.33
16-01-2024	891752783	Staff training by SLCC on VAT basics	M.BaileyClerk	£ 6.00
22-01-2024	891752783	Staff training by SLCC - NPPF and what it means for Parish	M.BaileyClerk	£ 6.00
03-02-2024	226659933	Purchase of new office laptop, software and online protection.	M.BaileyClerk	£ 96.33
19-02-2024	250872112	Office printer ink.	M.BaileyClerk	£ 6.82

Declaration

Amount of refund

£

For local authorities or similar bodies: The tax claimed includes VAT incurred for exempt business activities which can be reclaimed under section 7 of Notice 749. (Tick if appropriate)

I am a non-departmental body or similar body and I am claiming a refund of the amount shown above which is the VAT incurred on the purchase of services listed in the existing Treasury Direction bought for my non-business activities. (Tick if appropriate)

I am claiming a refund of the amount shown above which is the VAT charged on goods and services bought for non- business activities
 The body named above makes no taxable supplies and is not registered for VAT, if requested I will produce tax invoices to support this claim

When you have printed the form, please sign and date it in the appropriate boxes. You are signing this form to say you have completed it accurately to the best of your knowledge.

Signature

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Date

DD MM YYYY

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What to do now

Please send the completed form along with any attachments to:

HMRC Payments VAT 126
HM Revenue and Customs
BX9 1JZ