

ASSIGNMENT 2 - Sample Assessment Material

IAB Student Number:

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Class ID _____

Student Name: _____

Name of Centre: _____

Unique Learner Number:

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Student signature (to confirm own work): _____

FOR USE BY COLLEGE/CENTRE ASSESSOR ONLY:

IAB I/D	Units	Possible marks	Actual marks	Pass or Fail (70%)
307	Preparing and completing VAT returns – J6004953			

Assessor name: _____

Assessor signature: _____

Date: _____

COLLEGE/ CENTRE INTERNAL VERIFICATION ONLY:

Has the assignment undertaken IV?	
If yes name of internal verifier	
Decision of internal verifier - agree or disagree	

Comments:

Signature of IV: _____

Date: _____

IAB MODERATION OF ASSIGNMENT ONLY:

Name of moderator _____

Decision of moderator - agree or disagree: _____

Comments

Signature of moderator: _____

Date: _____

CENTRE ASSESSED ASSIGNMENT

PREPARING AND COMPLETING VAT RETURNS

Section A – Complete a VAT Return

There is **one** task in this section of the paper you must complete this task

For Use in Answering Section A Task 1

Mock VAT form with all the boxes. These must all be completed as they would be on a VAT return.

Date Return Due: 30/06/11

Fill in all boxes clearly in ink, and write 'none' where necessary. Do not put a dash or leave any box blank. If there are no pence write "00" in the pence column. **Do not** enter more than one amount in any box

		£	p
VAT due in this period on sales and other outputs	1		
VAT due in this period on acquisitions from other EU member states.	2		
Total VAT due (the sum of boxes 1 and 2)	3		
VAT reclaimed in this period on Purchases and other inputs (including acquisitions from the EU)	4		
Net VAT to be paid to Customs or reclaimed by you (Difference between boxes 3 and 4)	5		
Total value of sales and all other outputs excluding any VAT. Including our box 8 figure.	6		00
Total value of purchases and all other inputs excluding any VAT. Including your box 9 figure.	7		00
Total value of all supplies of goods and related services, excluding any VAT, to other EU Member States	8		00
Total value of all acquisitions of goods and related services, excluding any VAT, from other EU Member States.	9		00

If you are enclosing a payment please tick this box

DECLARATION: You, or someone on your behalf, must sign below:

I, declare that the
 (Full name of signatory in **BLOCK LETTERS**)
 Information given above is true and complete.

Signature: Date:

PREPARING AND COMPLETING VAT RETURNS

Section B – Communicate VAT Information

There is **one** task in this section of the paper you must complete this task

For Use in Answering Section B Task 1

NOTE
TO:
SUBJECT: