

RESOURCE

Crucial Deadlines for Small Business Owners

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 **KL ACCOUNTANTS**

Self Assessment

Submission:

The UK tax year runs from 6th April to 5th April of the following year. The due date for self-assessments is 31st January following the end of the tax year.

Payment:

The deadline for payment is the same as the deadline for submission (31st January following the end of the tax year).

Companies House Accounts Filing

Submission:

The deadline for Companies House submission of your accounts is 9 months after your company year-end, e.g. if your year-end is 31st March 2023, your accounts will be due for submission 31st December 2023.

Payroll

Submission:

For FPS submission (your main payroll RTI submission) the monthly, weekly or 4-weekly deadline is the same as your payday. For EPS submission (mainly used for claiming statutory maternity and paternity pay) the deadline is 19th of the following month.

Payment:

If you are paying electronically, your PAYE bill is due 22nd of the following month.

VAT Returns

Submission:

Your VAT returns are due for submission a month and 7 days following the period your VAT return covers, e.g. your quarter-ended March 2023 VAT return will be due for submission 7th May 2023.

Payment:

The deadline for payment is the same as the deadline for submission (a month and 7 days following the period your VAT return covers).

Corporation Tax Return

Submission:

The deadline for your company tax return is 12 months after the end of the accounting period it covers.

Payment:

There's a separate deadline to pay your Corporation Tax bill. It's usually 9 months and 1 day after the end of the accounting period.

Confirmation Statement

Submission:

You have to file your confirmation statement within 14 days after the end of your 12-month review period. Your review period ends the day before:

- **the anniversary of company formation, or**
- **the statement date of the previous confirmation statement**

For example:

You formed a company 1st September 2022.

Your review period therefore ends 31st August 2023.

Your confirmation statement is therefore due 14th September 2023.

Thank you for reading...

See how we can help you
get the most from your
business finances.

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