

## Corporation Tax

Your company has an obligation to ensure that the [company tax return](#) is submitted within the timescale after the preparation of the accounts and HM Revenue & Customs will issue a penalty for late submission of this. With prompt preparation of the accounts, we will be able to advise you of your tax liability and ensure that you are aware of the amount due and when. We will also be able to plan how to deal with your tax more efficiently.

All companies must submit a corporation tax form to the Inland Revenue to pay any tax owed on their taxable profit. HM Revenue & Customs will normally send your company a reminder informing you that you need to complete a Return. At [Payroll Heaven](#), we always remind our clients when accounts are due and also a reminder of the importance of completing the accounts promptly so that we can advise of the tax liability. In addition to this, we will write to you with your tax demand.

## Tax Investigations

HM Revenue & Customs investigations are on the rise and can be an unnerving experience when a letter comes through the post saying that an enquiry has been raised into your affairs.

It is essential that all books and records are kept for a period of six years after the year end. At PH Accountancy, we will act on your behalf regarding any investigations, whether it be PAYE, VAT, income tax or corporation tax, no matter how in depth it may be. We will advise on the best way to handle this and even deal with matters completely on your behalf, so you have no direct dealings with HM Revenue & Customs. We will write to you keeping you informed and updated.

There is no way of knowing how long an investigation will last and what work is involved in preparing evidence and responding to questions asked. It may be a case of a few queries and the investigation closed but, in some cases, what may seem like a simple query at the beginning could escalate. At Payroll Heaven, we offer an investigation cover which means that no matter how big or small, a one-off annual fee is covered for all work undertaken and you can be assured everything is taken care of at no extra cost to yourself. You can join this scheme at any time, but you must be covered at the time the investigation is raised to benefit from this.

## Management Accounts

As the business owner, it is your responsibility to make sure the business keeps accurate records and accounts, along with ensuring the smooth running of the business. Here at Payroll Heaven, we pride ourselves in helping you every step of the way and as a pro-active practice, we try to encourage our clients to fulfil their company's potential.

With this in mind, as part of our services, we can offer regular management accounts which although are not a legal requirement, they are aimed at helping you plan your business and make decisions about key areas such as sales, margins and stock, thus helping you make timely and meaningful management decisions about your business.