

## PTP Tax Platform

### Introduction

PTP used to include the Capital Allowance computations for sole traders and partnerships within PTP Accounts Platform. This functionality has now been moved into the Self Employment and Partnership Trade pages of our Tax and Partnership Return programs.

This new functionality includes the ability for PTP Accounts Platform customers to Clone Capital Allowances which will copy the data already entered in Accounts Platform for use in Tax Platform, or you can start the Capital Allowances entry from scratch. You will be prompted where appropriate if a Clone is required.

Once a Clone of Capital Allowances has been completed you should then use Tax Platform to update any data if required for the current and future periods.

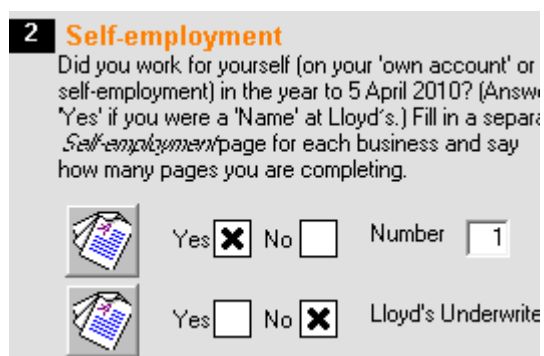
### Capital Allowances

#### Self Employment - Individual

- 1) Within Tax Platform select an Individual.
- 2) From the **Client Tax Returns** tab select a 2009/2010 Tax Return and select **View Tax Return**.

**Note:** Select Add New Tax Return if a 2009/2010 return has not yet been created.

- 3) Click onto the Self Employment supplementary pages



**2 Self-employment**  
Did you work for yourself (on your 'own account' or self-employment) in the year to 5 April 2010? (Answer 'Yes' if you were a 'Name' at Lloyd's.) Fill in a separate 'Self-employment' page for each business and say how many pages you are completing.

Yes  No  Number

Yes  No  Lloyd's Underwrite

- 4) Select to **Add** a new Self-employment (Full).
- 5) Complete the appropriate Business Details and go to page **SEF3**

# How to enter Capital Allowances in Tax Platform

- 6) The new option for **Capital Allowances** is located under the Tax allowances for vehicles and equipment (capital allowances) section of the return.

## Tax allowances for vehicles and equipment (capital allowances)

Capital Allowances

There are 'capital' tax allowances for vehicles, equipment and certain buildings used in your business (you should not have included the cost of these in your business expenses). Read pages SEFN 10 to SEFN 15 of the notes and use the example and Working Sheets to work out your capital allowances.

**48** Annual Investment Allowance

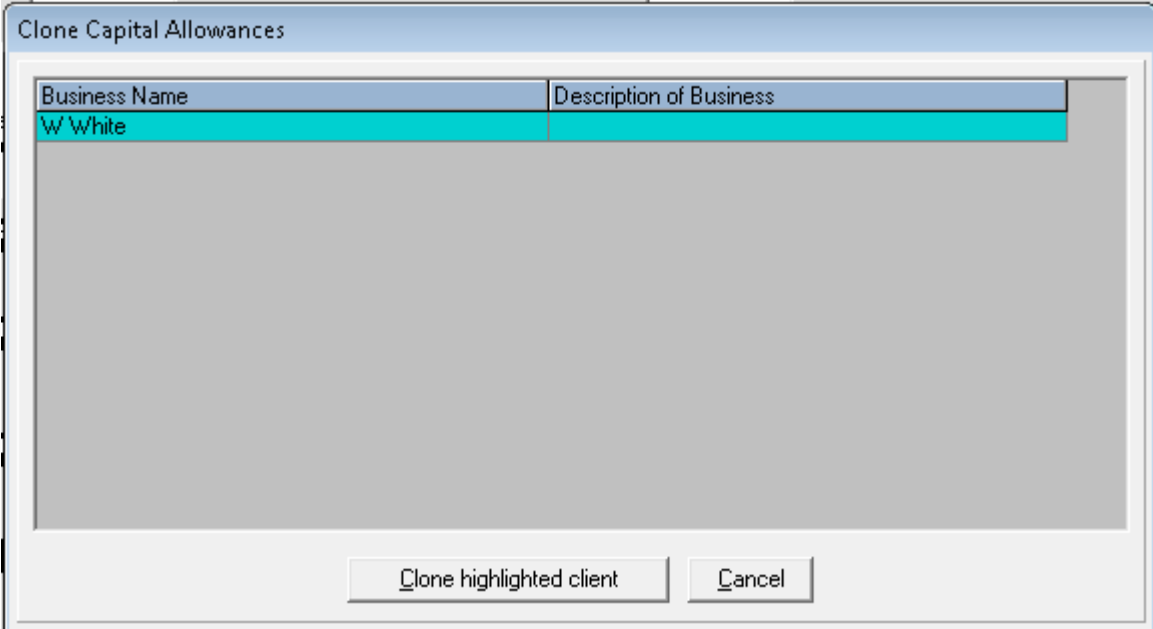
**54** 100% and other enhanced capital allowances -  
*read page SEFN 12 of the notes*

- 7) If **Capital Allowances** is selected for the first time a check will be made as to where Capital Allowances data is located. If data is located within Accounts Platform a prompt will appear asking the user to **Clone Capital Allowances**.

If Capital Allowances has been selected previously and a Clone completed or no Clone was required no prompt will appear and users will be presented with the **Accounting Periods** screen for selection.

**Note:** This will occur where appropriate for any new Self-employment created.

- 8) Where a Clone is required a list of Accounts Platform clients related to the selected Tax Platform client will appear:



Business Name	Description of Business
W White	

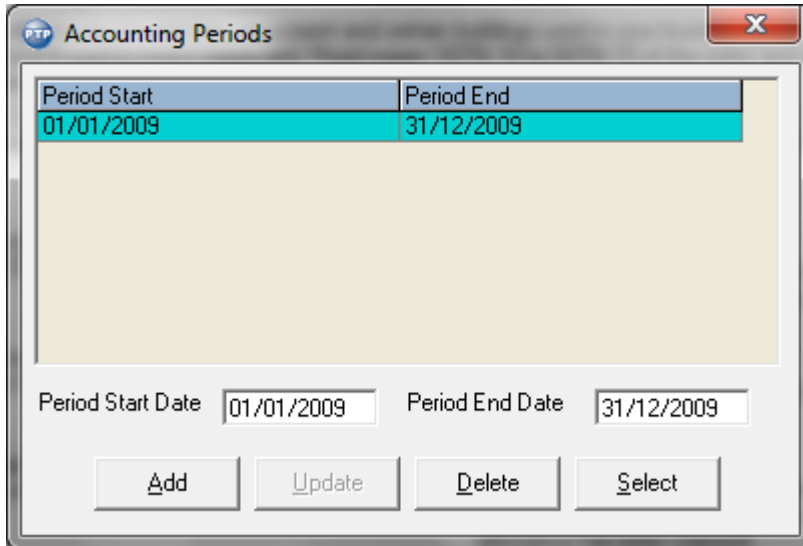
Clone highlighted client    Cancel

- 9) Select the client that the selected Self-employment relates to and click **Clone highlighted client** (this will Clone Capital Allowances data located in Accounts Platform for the selected client into the selected Self-employment pages).

# How to enter Capital Allowances in Tax Platform

10) Select **Yes** when prompted to confirm. Then click **Start** on the following screen. Once complete select **OK**.

11) An Accounting Period screen will then be displayed listing any period which was previously entered within Accounts Platform.



Period Start	Period End
01/01/2009	31/12/2009

Period Start Date:  Period End Date:

12) Click the appropriate period and click **Select**. If the latest period is not present select **Add** to enter (then click **Save**).

**Note:** If a Clone Capital Allowances isn't required the Accounting Periods screen will appear once the Capital Allowances button has been selected. Users can then select to **Add** periods as appropriate.

13) Once a period is selected the Capital Allowances screen will appear:

# How to enter Capital Allowances in Tax Platform

Capital Allowances for W White - period ended 31/12/2009

Claims Summary | Pooled | Non Pooled | Assets | Allowance Rates

	WDV B/F	Disposals	Balancing allowance or charge	Additions	Residual value	AIA / First year allowance	Writing down allowance	WDV C/F	Non business use	Total claim	Allowance not claimed
Plant and machinery	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Plant and machinery long life	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fixtures and fittings	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fixtures and fittings long life	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Integral features	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Expensive cars (pre-April 2009)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cars (<110 g/km CO2)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cars (110-160 g/km CO2)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cars (>160 g/km CO2)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Information technology	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Short life assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Industrial Buildings	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Hotel allowance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Allowance not claimed

Manually allocate allowance not claimed to individual assets - totals above will be filled in automatically

Enter allowance not claimed above and click button below to proportionately allocate to individual assets

Allocate allowance not claimed to assets

Grand totals of:

Allowance claimed  Allowance not claimed

AIA cap

AIA claimed  AIA unused

Display all grand totals

## Important Information

Once Capital Allowances has been selected and the user is presented with the Accounting Periods screen any period can be selected.

The period selected will determine the calculations made within the Capital Allowances screen when opened.

If the period selected matches the period entered on the return the Capital Allowances data will automatically be updated appropriately in the relevant boxes.

If the period doesn't match either because no period has yet been entered on the return or an old period has been selected for review then a warning will appear and no Capital Allowances data will be updated.

# How to enter Capital Allowances in Tax Platform

## Partnership

- 1) Within Tax Platform select a Partnership.
- 2) From the **Client Tax Returns** tab select a 2009/2010 Tax Return and select **View Tax Return**.

**Note:** Select Add New Tax Return if a 2009/2010 return has not yet been created.

- 3) Click to Add/Amend/Delete Partner(s) if required. Then select Add Trade/Source to Partnership (if a Trade already exists, select to View/Enter Details for Trade/Source).
- 4) Select to open trade pages under Q3.

<b>Q3</b>	Did the partnership business include a trade or profession at any time between 6 April 2009 and 5 April 2010?		Yes <input checked="" type="checkbox"/>	If yes, complete boxes 3.1 to 3.117 as appropriate
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- 5) Select to **View** the Trade or Profession (or select Add if required).
- 6) Go to page **PT1**
- 7) The new option for **Capital Allowances** is located under the Capital Allowances – summary of the return.

<b>Capital Allowances - summary</b>	<input type="button" value="Capital Allowances"/>
* Annual Investment Allowance (include any balancing charges in box 3.17 below)	Capital allowances <input type="text" value="3.13A"/> Balancing charges <input type="text"/>

- 8) Selecting Capital Allowances via page PT1 will follow the same steps as detailed for a Self-employed Individual (page SEF3) as explained above.