## The Camping and Caravanning Club

Greenfields House, Westwood Way, Coventry CV4 BJH

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Amendment to VAT Regulations on the Fuel Element of Subject:

Mileage Allowance

RegionIDAISections/Section Area Treasurers To:

From: Honorary Club Treasurer, I S Birch (Mrs)

**Direct Line No:** 02476475040

From 1 January 2006 a VAT invoice for fuel must be retained and attached to all mileage claims.

In practical terms the invoice is likely to be for more fuel than has been used, this is of no consequence, what is important is that the VAT invoice must be dated on or before the date the mileage is incurred.

HMRC acknowledge that businesses will require a little time to implement this change; therefore it will be in order for Treasurers to announce the change at their next Committee/Council Meeting and to implement the change from that point forward.

You are reminded that VAT invoices must meet the criteria set out in Treasurers Guidelines.

If you have any queries please feel free to contact me by phone on 01922 691430 or email: sally.birch@blueyonder.co.uk. Alternatively you may contact Kerry Meakin, Finance Department, Greenfields House on 02476475364.

January 2006

To National Councillors

To Region Secretaries

To Section National Secretaries

To District Association Secretaries