

**Please return to Clair Godley**

**Tax & VAT Enquiry Fee Protection Insurance - Request for Cover**

Policy Period: 23 May 2018 to 22 May 2019

**Client Name** ..... **Client Ref.**.....

**Should you fall into two categories, please pick the category with the highest fee. For example, if you are a partnership with turnover £2.5m and gross rental income of £60,000 your premium would be £420.**

Please complete a separate sheet for **each** company or partnership. Please note that partners and directors are covered by the company or partnership fee so they do not need separate cover.

Category:	Tick cover required	Premium due per client
<b>Sole Trader, Partnership, company</b>		
Sole trader, Partnership or company with turnover up to £1m per annum	<input type="checkbox"/>	<b>£260</b>
Sole trader, Partnership or company with turnover £1m - £5m per annum	<input type="checkbox"/>	<b>£420</b>
Sole trader, Partnership or company with turnover £5m - £10m per annum	<input type="checkbox"/>	<b>£670</b>
Sole trader, Partnership or company with turnover £10 - £25m per annum	<input type="checkbox"/>	<b>£785</b>
Sole trader, Partnership or company with turnover over £25m per annum	<input type="checkbox"/>	<b>Contact us</b>

**Declaration**

- I/We agree that Hart Shaw LLP shall be the Appointed Consultant for the purpose of the policy
- I am/We are not currently undergoing a VAT or PAYE inspection or involved in a dispute with HM Revenue & Customs
- I/We agree that the statements by me or on my behalf are true and complete to the best of my knowledge and I agree that this declaration shall be the basis of the contract between the underwriters and myself
- I/We acknowledge receipt of your letter enclosing the Terms of Business, Demands & Needs Statement and the Guide To Fee Protection Insurance leaflet
- The premium payable includes Insurance Premium Tax and a practice administration fee which helps defray our own administration in respect of the policy

- I enclose a **cheque** made payable to Hart Shaw LLP
- I have made a **BACS** payment to: Sort Code: 40-41-08 Account Number: 71690957 Ref: .....
- I/We **do not** wish to take out the Fee Protection Insurance Policy

Signed..... Date.....

If you have any questions please contact Clair Godley on 0114 251 8850.