

**INTRODUCTION TO VAT FOR SME’s**

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| **Duration**  | **Half day** |
| **Date(s)**  | **25th October 2018 (Thursday)** |
| **Time:**  | **2.00pm – 5.00pm** |
| **Location**  | **Enterprise House, O’ Brien Road, Carlow**  |
| **Fee**  | **€20.00** |
| **Trainer**  | **Chabren Services Limited** |

**Course Overview:**

The purpose of the “Introduction to VAT for SMEs Programme” is to provide a detailed introduction to VAT including registration, administration, record keeping, imports & exports and deductions of same.

**Course Objective:**

The aim of this course, ‘Introduction to VAT’ is to inform participants about VAT, how to register with Revenue, the administration of VAT, obligations and record keeping of same. Participants will gain knowledge of how to complete VAT returns on Revenue Online, Imports and Exports and VAT deductions.

**Course Content:**

**The following content will be covered:**

* Introduction, background and nature of VAT
* Registering with Revenue
* VAT Administration, Obligations and Record Keeping
* Completing VAT Returns on ROS
* Imports and Exports
* Deductions for VAT