

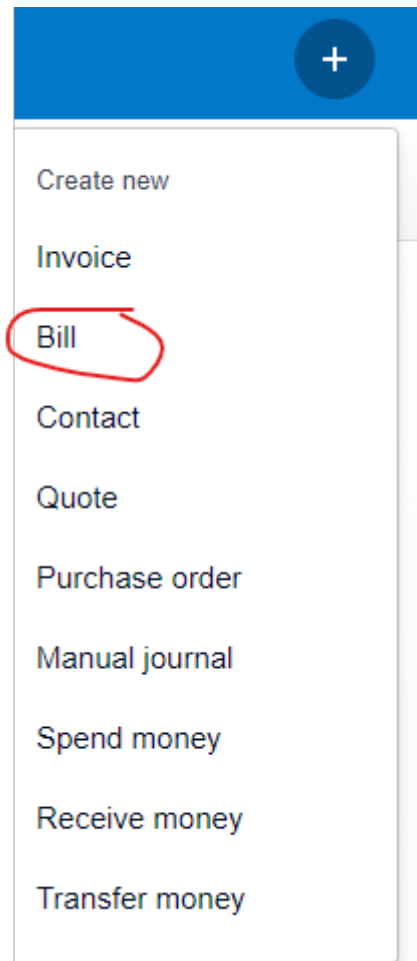
Invoicing

- [VAT Only Invoices \(Import Duty\)](#)

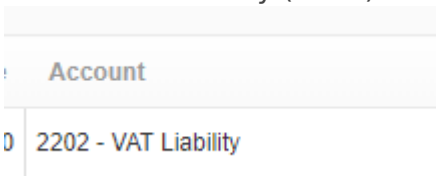
VAT Only Invoices (Import Duty)

To create a VAT only invoice.

1. Create a Bill like normal.



2. Select VAT Liability (2202) from the Account drop down



3.

Select the Tax Rate column

From: U.P.S. Limited Date: 18 Jul 2022 Due Date: Reference: Account No. UPSLIMIT Add last items

Amounts are Tax Exclusive

Item	Description	Qty	Unit Price	Account	Tax Rate	Tax Amount	Amount GBP
	53681919 - Eyelets Import Duty	1.00	0.00				

Add a new line Assign expenses to a customer

Subtotal 0
VAT 0
includes Adjustments to Tax 0

TOTAL 0.0

Save Approve

4. Select "VAT on imports"

Tax Rate Tax Amc

VAT on Imports

VAT on Imports

5. Enter the VAT amount on the Unit Price Field

From: U.P.S. Limited Date: 3 May 2022 Due Date: 31 May 2022 Reference: 53681919 Account No. UPSLIMIT Add last items

Amounts are Tax Exclusive

Item	Description	Qty	Unit Price	Account	Tax Rate	Tax Amount	Amount GBP
	53681919 - Eyelets Import Duty	1.00	132.44	2202 - VAT Liability	VAT on Imports	0.00	132.44

Add a new line Assign expenses to a customer

Subtotal 132.44
VAT 0.00
includes Adjustments to Tax 0.00

TOTAL 132.44

6. Click "Approve"

Approve

7. The VAT will go direct to the VAT liability account

From	Account No.	Date	Due Date	Reference	To
U.P.S. Limited UPS House Forest Road Feltham Middlesex TW13 7DY UNITED KINGDOM Edit address	UPSLIMIT	3 May 2022	31 May 2022	53681919	132.44

Amounts are Tax Excludes

Item Code	Description	Quantity	Unit Price	Account	Tax Rate	Amount
	53681919 - Eyelets Import Duty	1.00	132.44	VAT Liability	VAT on Imports	132.44

Subtotal 132.44

Total VAT on Imports 0.00

TOTAL 132.44