**Taxi Driver Accounts**

*Click a link below to navigate to the desired page.*

*To return to the home page click the Home tab. If you can't see the Home tab, you can scroll to it by clicking the* **|<** *symbol (bottom left).*

| Preparation | Taxi Receipts | Expenses | Results |
|---|---|---|---|
| Business Details | SalesApr | PurchasesApr | SE Short |
| Fixed Assets | SalesMay | PurchasesMay | Profit & Loss Acc |
| | SalesJun | PurchasesJun | Draft Tax Calculation |
| | SalesJul | PurchasesJul | |
| | SalesAug | PurchasesAug | |
| | SalesSep | PurchasesSep | |
| | SalesOct | PurchasesOct | |
| | SalesNov | PurchasesNov | |
| | SalesDec | PurchasesDec | |
| | SalesJan | PurchasesJan | |
| | SalesFeb | PurchasesFeb | |
| | SalesMar | PurchasesMar | |

**ENTER YOUR BUSINESS DETAILS** - *which are then transferred to the Self-employment Tax Return*

Your name

Your unique taxpayer reference (UTR)

1 Description of business

Taxi Driver

2 Postcode of your business

3 If your business name, description, address or postcode have changed in the last 12 months, put 'X' in the box and give details in the 'Any other information' box of of your Tax Return

4 If you are a foster carer or adult placement carer, put 'X' in the box - *read page SESN 2 of the notes*

5 If your business started sifter enter the start date *DD/MM/YYY* Sunday, April 6, 2025

6 If your business ceased before enter the final date of trading Sunday, April 5, 2026

7 Date your books or accounts are made up to - *read page SESN 2 of the notes*

**05/04/2026**

26 **ENTER**: Total losses brought forward from earlier years

£ . 0 0

Loss used this year

*Calculated no entry required*

£ **0** . 0 0

24 **ENTER**: Value of goods and services for your own use - *read page SESN 7 of the notes*

£ . 0 0

Total loss carried forward to future years

*Calculated no entry required*

£ **0** . 0 0

HM Revenue & Customs

COPY DETAILS TO HMRC FORM
Submit HMRC ONLINE by 31st January 2022

# Self-employment (short)

Tax year Sunday, April 6, 2025 to Sunda

Your name

Your unique taxpayer reference (UTR)

## Business details

1 Description of business
**Taxi Driver**

2 Postcode of your business

3 If your business name, description, address or postcode have changed in the last 12 months, put 'X' in the box and give details in the 'Any other information' box of of your Tax Return

4 If you are a foster carer or adult placement carer, put 'X' in the box - *read page SESN 2 of the notes*

5 If your business started sifter enter the start date *DD/MM/YYYY* Sunday, April 6, 2025

6 If your business ceased before enter the final date of trading Sunday, April 5, 2026

7 Date your books or accounts are made up to - *read page SESN 2 of the notes*
**05/04/2026**

## Business income - if your annual turnover was below £90000 VAT threshold

8 Your turnover - *the takings, fees, sales or money earned by your business*
£ **0** . 0 0

9 Any other business income not included in box 8 - *excluding Business Start-up Allowance*
£ . 0 0

## Allowable business expenses

Read pages SESN 3 of the *notes* to see which expenses are allowed for tax purposes. If your annual turnover was below £30,000 you may just put your total expenses in box 19, rather than filling in the whole section.

10 Cost of goods bought for re-sale or goods used
£ . 0 0

11 Car, van and other travel expenses - *after private use proportion*
£ . 0 0

12 Wages, salaries and other staff costs
£ . 0 0

13 Rent, rates, power and insurance costs
£ . 0 0

14 Repairs and renewals of property and equipment
£ . 0 0

15 Accountancy, legal and other professional fees
£ . 0 0

16 Interest and bank and credit card etc. financial charges
£ . 0 0

17 Telephone, fax, stationery and other office costs
£ . 0 0

18 Other allowable business expenses - *client entertaining costs are not an allowable expense*
£ . 0 0

19 Total allowable expenses - *total of boxes 10 to 18*
£ **0** . 0 0

## Net profit or loss

20 Net profit - *if your business income is more then your expenses (box 8 + box 9 minus box 19)*

£ 0 . 0 0

21 Or, net loss - *if your expenses exceed your business income (box 8 + box 9 minus box 19 is negative)*

£ 0 . 0 0

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

There are 'capital' tax allowances for vehicles and equipment used in your business (you should not have included the cost of these in your business expenses) Read pages SESN 3 to SEFN 6 of the *notes* and use the example and Working Sheets to work out your capital allowances.

22 Annual Investment Allowance

£ 0 . 0 0

23 Allowance of small balance of unrelieved expenditure

£ 0 . 0 0

24 Other Capital Allowances

£ 0 . 0 0

25 Total balancing charges - where you have disposed of items for more than their value

£ 0 . 0 0

## Calculating your taxable profits

Your taxable profit may not be the same as your net profit. Read page SESN 7 of the *notes* to see if you need to make any adjustments and fill in the boxes which apply to arrive at your taxable profit for the year.

26 Goods and services for your own use - *read page SESN 9 of the notes*

£ 0 . 0 0

27 Net business profit for tax purposes (if box 20 + box 25 + box 26 minus boxes 21 to 24) is positive)

£ 0 . 0 0

28 Loss brought forward from earlier years set-off against this year's profits - *up to the amount in box 27*

£ 0 . 0 0

29 Any other business income not included in boxes 8 or 9 - *for example, Business Start-up Allowance*

£ 0 . 0 0

## Total taxable profits or net business loss

30 Total taxable profits from this business if box 27 + box 29 minus box 28 is positive

£ 0 . 0 0

31 Net business loss for tax purposes (if boxes 21 to 24 minus (box 20 + box 25 + box 26) is positive)

£ 0 . 0 0

## Losses, Class 4 NICs and deductions

If you have made a loss for tax purposes (box 29), read page SESN 7 of the *notes* and fill in boxes 30 to 32 as appropriate.

32 Loss from this tax year set-off against other income for 2025-26

£ . 0 0

33 Loss to be carried back to previous year(s) and set-off against income (or capital gains)

£ . 0 0

34 Total loss to carry forward after all other set-offs - *including unused losses brought forward*

£ 0 . 0 0

35 If you are exempt from paying Class 4 NICs, put 'X' in the box - *read page SESN 10 of the notes*

36 If you have been given a 2025-26 Class 4 NICs deferment certificate, put 'X' in the box - *read page SESN 10 of the notes*

37 Deductions on payment and deduction statements from contractors - *construction industry subcontractors only*

£ 0 . 0 0

y, April 5, 2026

# Financial accounts for the period
# 6 April 2017 to 5 April 2018

| Profit & Loss account automatically updates with the most tax efficient option | 0 | | CABSMART MOST TAX EFFICIENT OPTION IS > > > > | | | | | VEHICLE EXPENSES | 0 | Enter mileage and vehicle expenses on the sales and expenses sheet and the formula will automatically select the best option | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Profit & Loss Account | TOTAL 2025-26 | Apr-25 | May-25 | Jun-25 | Jul-25 | Aug-25 | Sep-25 | Oct-25 | Nov-25 | Dec-25 | Jan-26 | Feb-26 | Mar-26 |
| | | | | | | | | | | | | | |
| **Sales Turnover** | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Fuel & Oil Expenses | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Car Hire/Vehicle Leasing | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Repairs, servicing and parts | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Road tax and insurance | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Capital Allowances | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Mileage Allowance | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Cost of Sales** | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Gross Profit** | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Employee costs | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Premises costs | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| General admin expenses | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Advertising & promotion | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Legal & professional | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Interest | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Other finance charges | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Other expenses | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Total Expenses** | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Net Profit/Loss** | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Any Other Business Income | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | | | | | | | | | | | | | |
| **Financial Business Health Check** | | | | | | | | | | | | | |
| **Forecast Profit** | **0** | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Drawings Week 1 | 0 | | | | | | | | | | | | |
| Drawings Week 2 | 0 | | | | | | | | | | | | |
| Drawings Week 3 | 0 | | | | | | | | | | | | |
| Drawings Week 4 | 0 | | | | | | | | | | | | |
| Income Tax & NI Liability | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Financial Health Check** | **0** | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

# Financial accounts for the period
# 6 April 2020 to 5 April 2021

| VitalTax summary | Q1 | Q2 | Q3 | Q4 | Annual | Notes |
|---|---|---|---|---|---|---|
| | | | | | | |
| Turnover | 0 | 0 | 0 | 0 | 0.00 | |
| Other income | 0 | 0 | 0 | 0 | 0.00 | |
| Cost of goods bought | 0 | 0 | 0 | 0 | 0.00 | |
| | | | | | | |
| | | | | | | |
| **Allowable expenses** | | | | | | |
| | | | | | | |
| Staff costs | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Premises running costs | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Maintenance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Admin | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Financial charges | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Advertising | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Professional | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Bad debt | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | Not captured in DIY Accounting |
| Interest | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Other | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | | | | | | |
| CIS payment to subcontractors | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | Not captured in DIY Accounting |
| Business entertainment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | Not captured in DIY Accounting |
| Depreciation | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | | | | | | |
| | | | | | | |
| **Total allowable expenses** | **0** | **0** | **0** | **0** | **0** | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| **Disallowable expenses** | | | | | | |
| | | | | | | |
| Cost of goods bought | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | Not captured in DIY Accounting |
| CIS payment to subcontractors | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | Not captured in DIY Accounting |
| Staff costs | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | Not captured in DIY Accounting |

## Financial accounts for the period
## 6 April 2020 to 5 April 2021

| VitalTax summary | Q1 | Q2 | Q3 | Q4 | Annual | Notes |
|---|---|---|---|---|---|---|
| | | | | | | |
| Travel | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | Not captured in DIY Accounting |
| Premises running costs | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | Not captured in DIY Accounting |
| Maintenance | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | Not captured in DIY Accounting |
| Admin | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | Not captured in DIY Accounting |
| Advertising | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | Not captured in DIY Accounting |
| Business entertainment | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | Not captured in DIY Accounting |
| Interest | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | Not captured in DIY Accounting |
| Financial charges | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | Not captured in DIY Accounting |
| Bad debt | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | Not captured in DIY Accounting |
| Professional | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | Not captured in DIY Accounting |
| Depreciation | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | Not captured in DIY Accounting |
| Other | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | Not captured in DIY Accounting |
| | | | | | | |

# Fixed Assets Capital Allowances

6 April 2015 - 5 April 216

| Date Asset Purchased | Asset Description | Purchase Reference | Original Cost | Enter % Personal use of vehicles | W Down Net Value | Annual Investment Allowance | W Down Allowance | W Down Net Value | Date Asset or Vehicle Sold | Sales Value | Capital Allowance |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | **TOTAL FIXED ASSETS AT** | **Sunday, April 5, 2026** | **0.00** | | **0.00** | **0.00** | **0.00** | **0.00** | | **0.00** | **0.00** |
| | | | | | 6-Apr-25 | **100%** | **18%** | 5-Apr-26 | | | |
| Fixed Assets including Commercial vehicles bought before 6-Apr-25 | | | | | | | | | | | |
| | | | | | | 0 | | | | | |
| | | | | | | 0 | | | | | |
| | | | | | | 0 | | | | | |
| | | | | | | 0 | | | | | |
| | | | | | | 0 | | | | | |
| | | | | | | 0 | | | | | |
| | | | | | | 0 | | | | | |
| | | | | | | 0 | | | | | |
| Fixed Assets incl Commercial vehicles bght before 6-Apr-25 | | | 0.00 | | 0 | 0.00 | 0 | 0.00 | | 0.00 | 0.00 |
| Vehicles under £12,000 bought before 6-Apr-25 | | | | | | | | | | | |
| | | | | | | 0 | | | | | |
| | | | | | | 0 | | | | | |
| | | | | | | 0 | | | | | |
| | | | | | | 0 | | | | | |
| | | | | | | 0 | | | | | |
| Sub total Vehicles under £12000 purchased before 6-Apr-25 | | | 0.00 | | 0 | 0.00 | 0 | 0.00 | | 0.00 | 0.00 |
| Vehicles over £12,000 bought before 6-Apr-25 | | | | | | | | | | | |
| | | | | | | 0 | | | | | |
| | | | | | | 0 | | | | | |
| | | | | | | 0 | | | | | |
| | | | | | | 0 | | | | | |
| | | | | | | 0 | | | | | |
| Sub total Vehicles over £12000 purchased before 6-Apr-25 | | | 0.00 | | 0 | 0.00 | 0 | 0.00 | | 0.00 | 0.00 |

# Fixed Assets Capital Allowances

6 April 2015 - 5 April 216

| Date Asset Purchased | Asset Description | Purchase Reference | Original Cost | Enter % Personal use of vehicles | W Down Net Value | Annual Investment Allowance | W Down Allowance | W Down Net Value | Date Asset or Vehicle Sold | Sales Value | Capital Allowance |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | **TOTAL FIXED ASSETS AT** | **Sunday, April 5, 2026** | **0.00** | | **0.00** | **0.00** | **0.00** | **0.00** | | **0.00** | **0.00** |
| | | | | | 6-Apr-25 | **100%** | **18%** | 5-Apr-26 | | | |
| **FIXED ASSETS EXISTING at** | | **Sunday, April 6, 2025** | 0.00 | | 0 | 0.00 | 0 | 0.00 | | 0.00 | 0.00 |
| Fixed Assets including Commercial vehicles bought after 6-Apr-25 | | | | | | | | | | | |
| | | | | | 0 | | 0 | | | | |
| | | | | | 0 | | 0 | | | | |
| | | | | | 0 | | 0 | | | | |
| | | | | | 0 | | 0 | | | | |
| | | | | | 0 | | 0 | | | | |
| | | | | | 0 | | 0 | | | | |
| | | | | | 0 | | 0 | | | | |
| | | | | | 0 | | 0 | | | | |
| Fixed Assets incl Commercial vehicles bght after 6-Apr-25 | | | 0.00 | | 0 | 0.00 | 0 | 0.00 | | 0.00 | 0.00 |
| Vehicles under £12,000 bought after 6-Apr-25 | | | | | | | | | | | |
| | | | | | 0 | 0 | | | | | |
| | | | | | 0 | 0 | | | | | |
| | | | | | 0 | 0 | | | | | |
| | | | | | 0 | 0 | | | | | |
| | | | | | 0 | 0 | | | | | |
| Sub total Vehicles under £12000 purchased after 6-Apr-25 | | | 0.00 | | 0 | 0.00 | 0 | 0.00 | | 0.00 | 0.00 |
| Vehicles over £12,000 bought after 6-Apr-25 | | | | | | | | | | | |
| | | | | | 0 | 0 | | | | | |
| | | | | | 0 | 0 | | | | | |
| | | | | | 0 | 0 | | | | | |
| | | | | | 0 | 0 | | | | | |
| | | | | | 0 | 0 | | | | | |
| Sub total Vehicles over £12000 purchased after 6-Apr-25 | | | 0.00 | | 0 | 0.00 | 0 | 0.00 | | 0.00 | 0.00 |
| **FIXED ASSET ADDITIONS** | | **2025-26** | 0.00 | | 0 | 0.00 | 0 | 0.00 | | 0.00 | 0.00 |

# Fixed Assets Capital Allowances

6 April 2015 - 5 April 216

| 0.00 |
| --- |
| Balancing Charge |
| 0.00 |
| 0.00 |
| 0.00 |

# Fixed Assets Capital Allowances

6 April 2015 - 5 April 216

| 0.00 |
| --- |
| Balancing Charge |
| 0.00 |
| 0.00 |
| 0.00 |
| 0.00 |
| 0.00 |

## Provisional tax calculation

precise figures will depend upon personal circumstances

| TAXATION CALCULATION | 2025-26 | This section an indication and for your information only |
|---|---|---|

| | | | |
|---|---|---|---|
| Profit from Self employment | | | 0.00 |
| Minus Personal Allowance | 2025-26 | | 0 |
| Total income on which tax is due | | | 0.00 |
| Income Tax first band | 0 | 20% | 0.00 |
| Income Tax second band | 37701 | 40% | 0.00 |
| Income Tax payable | | | **0.00** |

***Amounts Payable by Sunday, January 31, 2027***

| | | |
|---|---|---|
| Class 4 NI Contribution Lower - Upper profits | 6% | 0.00 |
| Class 4 NI Contribution Upper profits | 2% | 0.00 |
| **TOTAL Income Tax & NI Liability** | | **0.00** |

| FUTURE TAX LIABILITY (if over £500) | This section for your information only |
|---|---|

| | | Due Date | Amount Payable |
|---|---|---|---|
| Tax & NI Assessment | 2026-27 | Previous Year | 0.00 |
| 50% Payable | | 31-Jan-27 | 0.00 |
| 50% Payable | | 31-Jul-27 | 0.00 |

NOTES:

**Working Tax Credit**

Not taxable and not added to self employment income for tax purposes

**Pension Entitlement**

To receive Full Pension entitlement NI has to be paid 44 years out of 49 years (16 - 65)

UK residents aged 60 - 65 get 5 years bonus.

To confirm current NI / Pension entitlement years the helpline number is 0845 3000 168

| ACTUAL Profit and Loss Account | Total Year 5-Apr-26 | Apr-25 | May-25 | Jun-25 | Jul-25 | Aug-25 | Sep-25 |
|---|---|---|---|---|---|---|---|
| | £ | £ | £ | £ | £ | £ | £ |
| **Sales Turnover** | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Investment Grants | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Cost of Sales** | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Gross Profit** | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **General Expenses** | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Profit (Loss) before Tax** | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| FORECAST Profit and Loss Account | Total Year 5-Apr-26 | Apr-25 | May-25 | Jun-25 | Jul-25 | Aug-25 | Sep-25 |
|---|---|---|---|---|---|---|---|
| | 0 | | | | | | |
| **Sales Turnover** | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Investment Grants | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Cost of Sales** | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Gross Profit** | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **General Expenses** | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **Profit (Loss) before Tax** | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| FORECAST TAX CALCULATION | |
|---|---|
| Profit before Tax | 0 |
| Personal Allowance | 0 |
| Profit after Allowance | 0 |
| Tax at standard rate | 0 |
| Tax at higher rate | 0 |
| National Insurance | 0 |
| TAX & NI LIABILITY | **0** |

| Oct-25 | Nov-25 | Dec-25 | Jan-26 | Feb-26 | Mar-26 |
|---|---|---|---|---|---|
| £ | £ | £ | £ | £ | £ |
| 0 | 0 | 0 | 0 | 0 | 0 |
| 0 | 0 | 0 | 0 | 0 | 0 |
| 0 | 0 | 0 | 0 | 0 | 0 |
| 0 | 0 | 0 | 0 | 0 | 0 |
| 0 | 0 | 0 | 0 | 0 | 0 |
| 0 | 0 | 0 | 0 | 0 | 0 |

| Oct-25 | Nov-25 | Dec-25 | Jan-26 | Feb-26 | Mar-26 |
|---|---|---|---|---|---|
| | | | | | |
| 0 | 0 | 0 | 0 | 0 | 0 |
| 0 | 0 | 0 | 0 | 0 | 0 |
| 0 | 0 | 0 | 0 | 0 | 0 |
| 0 | 0 | 0 | 0 | 0 | 0 |
| 0 | 0 | 0 | 0 | 0 | 0 |
| 0 | 0 | 0 | 0 | 0 | 0 |

# Sales Receipts

| Sales Date | Day | Total for Month | 0 | 0.00 | 0.00 |
|---|---|---|---|---|---|
| | | Customer Name (rental/other income) | Sales Mileage | Gross takings including tips | Other Income (start up grants) |
| | | | | | |
| 6-Apr-21 | Tuesday | | | | |
| 7-Apr-21 | Wednesday | | | | |
| 8-Apr-21 | Thursday | | | | |
| 9-Apr-21 | Friday | | | | |
| 10-Apr-21 | Saturday | | | | |
| 11-Apr-21 | Sunday | | | | |
| 11-Apr-21 | Rental due | | | | |
| 11-Apr-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 12-Apr-21 | Monday | | | | |
| 13-Apr-21 | Tuesday | | | | |
| 14-Apr-21 | Wednesday | | | | |
| 15-Apr-21 | Thursday | | | | |
| 16-Apr-21 | Friday | | | | |
| 17-Apr-21 | Saturday | | | | |
| 18-Apr-21 | Sunday | | | | |
| 18-Apr-21 | Rental due | | | | |
| 18-Apr-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 19-Apr-21 | Monday | | | | |
| 20-Apr-21 | Tuesday | | | | |
| 21-Apr-21 | Wednesday | | | | |
| 22-Apr-21 | Thursday | | | | |
| 23-Apr-21 | Friday | | | | |
| 24-Apr-21 | Saturday | | | | |
| 25-Apr-21 | Sunday | | | | |
| 25-Apr-21 | Rental due | | | | |
| 25-Apr-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |

# Costs and Expenses

| 0 | Mileage to date | **Total for Month** | | **0** | **0.00** |
|---|---|---|---|---|---|
| 0.00 | Mileage expenses to date | | | | |
| Purchase Date | Supplier | Purchase Reference / Invoice Number | Enter Expense Code Letter | Mileage | Total Purchase Value incl Vat |
| | | | | | |

# Costs and Expenses

| 0 | Mileage to date | **Total for Month** | | **0** | **0.00** |
|---|---|---|---|---|---|
| 0.00 | Mileage expenses to date | | | | |
| Purchase Date | Supplier | Purchase Reference / Invoice Number | Enter Expense Code Letter | Mileage | Total Purchase Value incl Vat |
| | | | | | |

# Costs and Expenses

| 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0.00 | **Vehicle expenses to date** | | **0.00** | | | | | | | | | | | |
| Purchase Date | Fuel & Oil Expenses | Car Hire & Vehicle Leasing costs | Repairs, servicing and parts | Road tax and insurance | Employee Costs | Premises Costs | General Admin Tel Postage Stationery Radio hire | Advertising & Promotion | Legal & Professional incl Council Taxi Licence Costs | Bank Business Account Interest | Bank Charges & Other Leasing | Other Expenses incl valet costs | Fixed Assets Motor Vehicles | Motor Vehicles: make, model, date reg. and reg. Mark |
| | **D** | **H** | **R** | **T** | **E** | **P** | **G** | **A** | **L** | **I** | **B** | **O** | **F** | |

# Costs and Expenses

| 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0.00 | **Vehicle expenses to date** | | **0.00** | | | | | | | | | | | |
| Purchase Date | Fuel & Oil Expenses | Car Hire & Vehicle Leasing costs | Repairs, servicing and parts | Road tax and insurance | Employee Costs | Premises Costs | General Admin Tel Postage Stationery Radio hire | Advertising & Promotion | Legal & Professional incl Council Taxi Licence Costs | Bank Business Account Interest | Bank Charges & Other Leasing | Other Expenses incl valet costs | Fixed Assets Motor Vehicles | Motor Vehicles: make, model, date reg. and reg. Mark |
| | **D** | **H** | **R** | **T** | **E** | **P** | **G** | **A** | **L** | **I** | **B** | **O** | **F** | |

## Costs and Expenses

| | |
|---|---|
| 0 | **0.00** |
| 0.00 | Mileage Allowance |
| Purchase Date | |
| | 0.00 |

# Sales Receipts

| Sales Date | Day | Total for Month | 0 | 0.00 | 0.00 |
|---|---|---|---|---|---|
| | | Customer Name (rental/other income) | Sales Mileage | Gross takings including tips | Other Income (start up grants) |
| | | | | | |
| 26-Apr-21 | Monday | | | | |
| 27-Apr-21 | Tuesday | | | | |
| 28-Apr-21 | Wednesday | | | | |
| 29-Apr-21 | Thursday | | | | |
| 30-Apr-21 | Friday | | | | |
| 1-May-21 | Saturday | | | | |
| 2-May-21 | Sunday | | | | |
| 2-May-21 | Rental due | | | | |
| 2-May-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 3-May-21 | Monday | | | | |
| 4-May-21 | Tuesday | | | | |
| 5-May-21 | Wednesday | | | | |
| 6-May-21 | Thursday | | | | |
| 7-May-21 | Friday | | | | |
| 8-May-21 | Saturday | | | | |
| 9-May-21 | Sunday | | | | |
| 9-May-21 | Rental due | | | | |
| 9-May-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 10-May-21 | Monday | | | | |
| 11-May-21 | Tuesday | | | | |
| 12-May-21 | Wednesday | | | | |
| 13-May-21 | Thursday | | | | |
| 14-May-21 | Friday | | | | |
| 15-May-21 | Saturday | | | | |
| 16-May-21 | Sunday | | | | |
| 16-May-21 | Rental due | | | | |
| 16-May-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 17-May-21 | Monday | | | | |
| 18-May-21 | Tuesday | | | | |
| 19-May-21 | Wednesday | | | | |
| 20-May-21 | Thursday | | | | |
| 21-May-21 | Friday | | | | |
| 22-May-21 | Saturday | | | | |
| 23-May-21 | Sunday | | | | |
| 23-May-21 | Rental due | | | | |
| 23-May-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 24-May-21 | Monday | | | | |
| 25-May-21 | Tuesday | | | | |
| 26-May-21 | Wednesday | | | | |
| 27-May-21 | Thursday | | | | |
| 28-May-21 | Friday | | | | |
| 29-May-21 | Saturday | | | | |
| 30-May-21 | Sunday | | | | |
| 30-May-21 | Rental due | | | | |
| 30-May-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |

# Costs and Expenses

| 0 | Mileage to date | **Total for Month** | | **0** | **0.00** |
|---|---|---|---|---|---|
| 0.00 | Mileage expenses to date | | | | |
| Purchase Date | Supplier | Purchase Reference / Invoice Number | Enter Expense Code Letter | Mileage | Total Purchase Value incl Vat |
| | | | | | |

# Costs and Expenses

| 0 | Mileage to date | **Total for Month** | | **0** | **0.00** |
|---|---|---|---|---|---|
| 0.00 | Mileage expenses to date | | | | |
| Purchase Date | Supplier | Purchase Reference / Invoice Number | Enter Expense Code Letter | Mileage | Total Purchase Value incl Vat |
| | | | | | |

# Costs and Expenses

| 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0.00 | **Vehicle expenses to date** | | **0.00** | | | | | | | | | | | | |
| Purchase Date | Fuel & Oil Expenses | Car Hire & Vehicle Leasing costs | Repairs, servicing and parts | Road tax and insurance | Employee Costs | Premises Costs | General Admin Tel Postage Stationery Radio hire | Advertising & Promotion | Legal & Professional incl Council Taxi Licence Costs | Bank Business Account Interest | Bank Charges & Other Leasing | Other Expenses incl valet costs | Fixed Assets Motor Vehicles | Motor Vehicles: make, model, date reg. and reg. Mark | Mileage Allowance |
| | **D** | **H** | **R** | **T** | **E** | **P** | **G** | **A** | **L** | **I** | **B** | **O** | **F** | | 0.00 |

# Costs and Expenses

| 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0.00 | **Vehicle expenses to date** | | **0.00** | | | | | | | | | | | | |
| Purchase Date | Fuel & Oil Expenses | Car Hire & Vehicle Leasing costs | Repairs, servicing and parts | Road tax and insurance | Employee Costs | Premises Costs | General Admin Tel Postage Stationery Radio hire | Advertising & Promotion | Legal & Professional incl Council Taxi Licence Costs | Bank Business Account Interest | Bank Charges & Other Leasing | Other Expenses incl valet costs | Fixed Assets Motor Vehicles | Motor Vehicles: make, model, date reg. and reg. Mark | Mileage Allowance |
| | **D** | **H** | **R** | **T** | **E** | **P** | **G** | **A** | **L** | **I** | **B** | **O** | **F** | | 0.00 |

# Sales Receipts

| Sales Date | Day | Total for Month | 0 | 0.00 | 0.00 |
|---|---|---|---|---|---|
| | | Customer Name (rental/other income) | Sales Mileage | Gross takings including tips | Other Income (start up grants) |
| | | | | | |
| 31-May-21 | Monday | | | | |
| 1-Jun-21 | Tuesday | | | | |
| 2-Jun-21 | Wednesday | | | | |
| 3-Jun-21 | Thursday | | | | |
| 4-Jun-21 | Friday | | | | |
| 5-Jun-21 | Saturday | | | | |
| 6-Jun-21 | Sunday | | | | |
| 6-Jun-21 | Rental due | | | | |
| 6-Jun-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 7-Jun-21 | Monday | | | | |
| 8-Jun-21 | Tuesday | | | | |
| 9-Jun-21 | Wednesday | | | | |
| 10-Jun-21 | Thursday | | | | |
| 11-Jun-21 | Friday | | | | |
| 12-Jun-21 | Saturday | | | | |
| 13-Jun-21 | Sunday | | | | |
| 13-Jun-21 | Rental due | | | | |
| 13-Jun-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 14-Jun-21 | Monday | | | | |
| 15-Jun-21 | Tuesday | | | | |
| 16-Jun-21 | Wednesday | | | | |
| 17-Jun-21 | Thursday | | | | |
| 18-Jun-21 | Friday | | | | |
| 19-Jun-21 | Saturday | | | | |
| 20-Jun-21 | Sunday | | | | |
| 20-Jun-21 | Rental due | | | | |
| 20-Jun-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 21-Jun-21 | Monday | | | | |
| 22-Jun-21 | Tuesday | | | | |
| 23-Jun-21 | Wednesday | | | | |
| 24-Jun-21 | Thursday | | | | |
| 25-Jun-21 | Friday | | | | |
| 26-Jun-21 | Saturday | | | | |
| 27-Jun-21 | Sunday | | | | |
| 27-Jun-21 | Rental due | | | | |
| 27-Jun-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |

# Costs and Expenses

| 0 | Mileage to date | **Total for Month** | | **0** | **0.00** |
|---|---|---|---|---|---|
| 0.00 | Mileage expenses to date | | | | |
| Purchase Date | Supplier | Purchase Reference / Invoice Number | Enter Expense Code Letter | Mileage | Total Purchase Value incl Vat |
| | | | | | |

# Costs and Expenses

| 0 | Mileage to date | **Total for Month** | | **0** | **0.00** |
|---|---|---|---|---|---|
| 0.00 | Mileage expenses to date | | | | |
| Purchase Date | Supplier | Purchase Reference / Invoice Number | Enter Expense Code Letter | Mileage | Total Purchase Value incl Vat |
| | | | | | |

# Costs and Expenses

| 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0.00 | **Vehicle expenses to date** | | **0.00** | | | | | | | | | | | | |
| Purchase Date | Fuel & Oil Expenses | Car Hire & Vehicle Leasing costs | Repairs, servicing and parts | Road tax and insurance | Employee Costs | Premises Costs | General Admin Tel Postage Stationery Radio hire | Advertising & Promotion | Legal & Professional incl Council Taxi Licence Costs | Bank Business Account Interest | Bank Charges & Other Leasing | Other Expenses incl valet costs | Fixed Assets Motor Vehicles | Motor Vehicles: make, model, date reg. and reg. Mark | Mileage Allowance |
| | **D** | **H** | **R** | **T** | **E** | **P** | **G** | **A** | **L** | **I** | **B** | **O** | **F** | | 0.00 |

# Costs and Expenses

| 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0.00 | **Vehicle expenses to date** | | **0.00** | | | | | | | | | | | | |
| Purchase Date | Fuel & Oil Expenses | Car Hire & Vehicle Leasing costs | Repairs, servicing and parts | Road tax and insurance | Employee Costs | Premises Costs | General Admin Tel Postage Stationery Radio hire | Advertising & Promotion | Legal & Professional incl Council Taxi Licence Costs | Bank Business Account Interest | Bank Charges & Other Leasing | Other Expenses incl valet costs | Fixed Assets Motor Vehicles | Motor Vehicles: make, model, date reg. and reg. Mark | Mileage Allowance |
| | **D** | **H** | **R** | **T** | **E** | **P** | **G** | **A** | **L** | **I** | **B** | **O** | **F** | | 0.00 |

# Sales Receipts

| Sales Date | Day | Total for Month | 0 | 0.00 | 0.00 |
|---|---|---|---|---|---|
| | | Customer Name (rental/other income) | Sales Mileage | Gross takings including tips | Other Income (start up grants) |
| | | | | | |
| 28-Jun-21 | Monday | | | | |
| 29-Jun-21 | Tuesday | | | | |
| 30-Jun-21 | Wednesday | | | | |
| 1-Jul-21 | Thursday | | | | |
| 2-Jul-21 | Friday | | | | |
| 3-Jul-21 | Saturday | | | | |
| 4-Jul-21 | Sunday | | | | |
| 4-Jul-21 | Rental due | | | | |
| 4-Jul-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 5-Jul-21 | Monday | | | | |
| 6-Jul-21 | Tuesday | | | | |
| 7-Jul-21 | Wednesday | | | | |
| 8-Jul-21 | Thursday | | | | |
| 9-Jul-21 | Friday | | | | |
| 10-Jul-21 | Saturday | | | | |
| 11-Jul-21 | Sunday | | | | |
| 11-Jul-21 | Rental due | | | | |
| 11-Jul-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 12-Jul-21 | Monday | | | | |
| 13-Jul-21 | Tuesday | | | | |
| 14-Jul-21 | Wednesday | | | | |
| 15-Jul-21 | Thursday | | | | |
| 16-Jul-21 | Friday | | | | |
| 17-Jul-21 | Saturday | | | | |
| 18-Jul-21 | Sunday | | | | |
| 18-Jul-21 | Rental due | | | | |
| 18-Jul-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 19-Jul-21 | Monday | | | | |
| 20-Jul-21 | Tuesday | | | | |
| 21-Jul-21 | Wednesday | | | | |
| 22-Jul-21 | Thursday | | | | |
| 23-Jul-21 | Friday | | | | |
| 24-Jul-21 | Saturday | | | | |
| 25-Jul-21 | Sunday | | | | |
| 25-Jul-21 | Rental due | | | | |
| 25-Jul-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |

# Costs and Expenses

| 0 | Mileage to date | **Total for Month** | | **0** | **0.00** |
|---|---|---|---|---|---|
| 0.00 | Mileage expenses to date | | | | |
| Purchase Date | Supplier | Purchase Reference / Invoice Number | Enter Expense Code Letter | Mileage | Total Purchase Value incl Vat |
| | | | | | |

# Costs and Expenses

| 0 | Mileage to date | **Total for Month** | | **0** | **0.00** |
|---|---|---|---|---|---|
| 0.00 | Mileage expenses to date | | | | |
| Purchase Date | Supplier | Purchase Reference / Invoice Number | Enter Expense Code Letter | Mileage | Total Purchase Value incl Vat |
| | | | | | |

# Costs and Expenses

| 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0.00 | **Vehicle expenses to date** | | **0.00** | | | | | | | | | | | | |
| Purchase Date | Fuel & Oil Expenses | Car Hire & Vehicle Leasing costs | Repairs, servicing and parts | Road tax and insurance | Employee Costs | Premises Costs | General Admin Tel Postage Stationery Radio hire | Advertising & Promotion | Legal & Professional incl Council Taxi Licence Costs | Bank Business Account Interest | Bank Charges & Other Leasing | Other Expenses incl valet costs | Fixed Assets Motor Vehicles | Motor Vehicles: make, model, date reg. and reg. Mark | Mileage Allowance |
| | **D** | **H** | **R** | **T** | **E** | **P** | **G** | **A** | **L** | **I** | **B** | **O** | **F** | | 0.00 |

# Costs and Expenses

| 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0.00 | **Vehicle expenses to date** | | **0.00** | | | | | | | | | | | | |
| Purchase Date | Fuel & Oil Expenses | Car Hire & Vehicle Leasing costs | Repairs, servicing and parts | Road tax and insurance | Employee Costs | Premises Costs | General Admin Tel Postage Stationery Radio hire | Advertising & Promotion | Legal & Professional incl Council Taxi Licence Costs | Bank Business Account Interest | Bank Charges & Other Leasing | Other Expenses incl valet costs | Fixed Assets Motor Vehicles | Motor Vehicles: make, model, date reg. and reg. Mark | Mileage Allowance |
| | **D** | **H** | **R** | **T** | **E** | **P** | **G** | **A** | **L** | **I** | **B** | **O** | **F** | | 0.00 |

# Sales Receipts

| Sales Date | Day | Total for Month | 0 | 0.00 | 0.00 |
|---|---|---|---|---|---|
| | | Customer Name (rental/other income) | Sales Mileage | Gross takings including tips | Other Income (start up grants) |
| | | | | | |
| 26-Jul-21 | Monday | | | | |
| 27-Jul-21 | Tuesday | | | | |
| 28-Jul-21 | Wednesday | | | | |
| 29-Jul-21 | Thursday | | | | |
| 30-Jul-21 | Friday | | | | |
| 31-Jul-21 | Saturday | | | | |
| 1-Aug-21 | Sunday | | | | |
| 1-Aug-21 | Rental due | | | | |
| 1-Aug-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 2-Aug-21 | Monday | | | | |
| 3-Aug-21 | Tuesday | | | | |
| 4-Aug-21 | Wednesday | | | | |
| 5-Aug-21 | Thursday | | | | |
| 6-Aug-21 | Friday | | | | |
| 7-Aug-21 | Saturday | | | | |
| 8-Aug-21 | Sunday | | | | |
| 8-Aug-21 | Rental due | | | | |
| 8-Aug-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 9-Aug-21 | Monday | | | | |
| 10-Aug-21 | Tuesday | | | | |
| 11-Aug-21 | Wednesday | | | | |
| 12-Aug-21 | Thursday | | | | |
| 13-Aug-21 | Friday | | | | |
| 14-Aug-21 | Saturday | | | | |
| 15-Aug-21 | Sunday | | | | |
| 15-Aug-21 | Rental due | | | | |
| 15-Aug-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 16-Aug-21 | Monday | | | | |
| 17-Aug-21 | Tuesday | | | | |
| 18-Aug-21 | Wednesday | | | | |
| 19-Aug-21 | Thursday | | | | |
| 20-Aug-21 | Friday | | | | |
| 21-Aug-21 | Saturday | | | | |
| 22-Aug-21 | Sunday | | | | |
| 22-Aug-21 | Rental due | | | | |
| 22-Aug-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 23-Aug-21 | Monday | | | | |
| 24-Aug-21 | Tuesday | | | | |
| 25-Aug-21 | Wednesday | | | | |
| 26-Aug-21 | Thursday | | | | |
| 27-Aug-21 | Friday | | | | |
| 28-Aug-21 | Saturday | | | | |
| 29-Aug-21 | Sunday | | | | |
| 29-Aug-21 | Rental due | | | | |
| 29-Aug-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |

# Costs and Expenses

| 0 | Mileage to date | **Total for Month** | | **0** | **0.00** |
|---|---|---|---|---|---|
| 0.00 | Mileage expenses to date | | | | |
| Purchase Date | Supplier | Purchase Reference / Invoice Number | Enter Expense Code Letter | Mileage | Total Purchase Value incl Vat |
| | | | | | |

# Costs and Expenses

| 0 | Mileage to date | **Total for Month** | | **0** | **0.00** |
|---|---|---|---|---|---|
| 0.00 | Mileage expenses to date | | | | |
| Purchase Date | Supplier | Purchase Reference / Invoice Number | Enter Expense Code Letter | Mileage | Total Purchase Value incl Vat |
| | | | | | |

# Costs and Expenses

| 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0.00 | **Vehicle expenses to date** | | **0.00** | | | | | | | | | | | | |
| Purchase Date | Fuel & Oil Expenses | Car Hire & Vehicle Leasing costs | Repairs, servicing and parts | Road tax and insurance | Employee Costs | Premises Costs | General Admin Tel Postage Stationery Radio hire | Advertising & Promotion | Legal & Professional incl Council Taxi Licence Costs | Bank Business Account Interest | Bank Charges & Other Leasing | Other Expenses incl valet costs | Fixed Assets Motor Vehicles | Motor Vehicles: make, model, date reg. and reg. Mark | Mileage Allowance |
| | **D** | **H** | **R** | **T** | **E** | **P** | **G** | **A** | **L** | **I** | **B** | **O** | **F** | | 0.00 |

# Costs and Expenses

| 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0.00 | **Vehicle expenses to date** | | **0.00** | | | | | | | | | | | | |
| Purchase Date | Fuel & Oil Expenses | Car Hire & Vehicle Leasing costs | Repairs, servicing and parts | Road tax and insurance | Employee Costs | Premises Costs | General Admin Tel Postage Stationery Radio hire | Advertising & Promotion | Legal & Professional incl Council Taxi Licence Costs | Bank Business Account Interest | Bank Charges & Other Leasing | Other Expenses incl valet costs | Fixed Assets Motor Vehicles | Motor Vehicles: make, model, date reg. and reg. Mark | Mileage Allowance |
| | **D** | **H** | **R** | **T** | **E** | **P** | **G** | **A** | **L** | **I** | **B** | **O** | **F** | | 0.00 |

# Sales Receipts

| Sales Date | Day | Total for Month | 0 | 0.00 | 0.00 |
|---|---|---|---|---|---|
| | | Customer Name (rental/other income) | Sales Mileage | Gross takings including tips | Other Income (start up grants) |
| | | | | | |
| 30-Aug-21 | Monday | | | | |
| 31-Aug-21 | Tuesday | | | | |
| 1-Sep-21 | Wednesday | | | | |
| 2-Sep-21 | Thursday | | | | |
| 3-Sep-21 | Friday | | | | |
| 4-Sep-21 | Saturday | | | | |
| 5-Sep-21 | Sunday | | | | |
| 5-Sep-21 | Rental due | | | | |
| 5-Sep-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 6-Sep-21 | Monday | | | | |
| 7-Sep-21 | Tuesday | | | | |
| 8-Sep-21 | Wednesday | | | | |
| 9-Sep-21 | Thursday | | | | |
| 10-Sep-21 | Friday | | | | |
| 11-Sep-21 | Saturday | | | | |
| 12-Sep-21 | Sunday | | | | |
| 12-Sep-21 | Rental due | | | | |
| 12-Sep-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 13-Sep-21 | Monday | | | | |
| 14-Sep-21 | Tuesday | | | | |
| 15-Sep-21 | Wednesday | | | | |
| 16-Sep-21 | Thursday | | | | |
| 17-Sep-21 | Friday | | | | |
| 18-Sep-21 | Saturday | | | | |
| 19-Sep-21 | Sunday | | | | |
| 19-Sep-21 | Rental due | | | | |
| 19-Sep-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 20-Sep-21 | Monday | | | | |
| 21-Sep-21 | Tuesday | | | | |
| 22-Sep-21 | Wednesday | | | | |
| 23-Sep-21 | Thursday | | | | |
| 24-Sep-21 | Friday | | | | |
| 25-Sep-21 | Saturday | | | | |
| 26-Sep-21 | Sunday | | | | |
| 26-Sep-21 | Rental due | | | | |
| 26-Sep-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |

# Costs and Expenses

| 0 | Mileage to date | **Total for Month** | | **0** | **0.00** |
|---|---|---|---|---|---|
| 0.00 | Mileage expenses to date | | | | |
| Purchase Date | Supplier | Purchase Reference / Invoice Number | Enter Expense Code Letter | Mileage | Total Purchase Value incl Vat |
| | | | | | |

# Costs and Expenses

| 0 | Mileage to date | **Total for Month** | | **0** | **0.00** |
|---|---|---|---|---|---|
| 0.00 | Mileage expenses to date | | | | |
| Purchase Date | Supplier | Purchase Reference / Invoice Number | Enter Expense Code Letter | Mileage | Total Purchase Value incl Vat |
| | | | | | |

# Costs and Expenses

| 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0.00 | **Vehicle expenses to date** | | **0.00** | | | | | | | | | | | | |
| Purchase Date | Fuel & Oil Expenses | Car Hire & Vehicle Leasing costs | Repairs, servicing and parts | Road tax and insurance | Employee Costs | Premises Costs | General Admin Tel Postage Stationery Radio hire | Advertising & Promotion | Legal & Professional incl Council Taxi Licence Costs | Bank Business Account Interest | Bank Charges & Other Leasing | Other Expenses incl valet costs | Fixed Assets Motor Vehicles | Motor Vehicles: make, model, date reg. and reg. Mark | Mileage Allowance |
| | **D** | **H** | **R** | **T** | **E** | **P** | **G** | **A** | **L** | **I** | **B** | **O** | **F** | | 0.00 |

# Costs and Expenses

| 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0.00 | **Vehicle expenses to date** | | **0.00** | | | | | | | | | | | | |
| Purchase Date | Fuel & Oil Expenses | Car Hire & Vehicle Leasing costs | Repairs, servicing and parts | Road tax and insurance | Employee Costs | Premises Costs | General Admin Tel Postage Stationery Radio hire | Advertising & Promotion | Legal & Professional incl Council Taxi Licence Costs | Bank Business Account Interest | Bank Charges & Other Leasing | Other Expenses incl valet costs | Fixed Assets Motor Vehicles | Motor Vehicles: make, model, date reg. and reg. Mark | Mileage Allowance |
| | **D** | **H** | **R** | **T** | **E** | **P** | **G** | **A** | **L** | **I** | **B** | **O** | **F** | | 0.00 |

# Sales Receipts

| Sales Date | Day | Total for Month | 0 | 0.00 | 0.00 |
|---|---|---|---|---|---|
| | | Customer Name (rental/other income) | Sales Mileage | Gross takings including tips | Other Income (start up grants) |
| | | | | | |
| 27-Sep-21 | Monday | | | | |
| 28-Sep-21 | Tuesday | | | | |
| 29-Sep-21 | Wednesday | | | | |
| 30-Sep-21 | Thursday | | | | |
| 1-Oct-21 | Friday | | | | |
| 2-Oct-21 | Saturday | | | | |
| 3-Oct-21 | Sunday | | | | |
| 3-Oct-21 | Rental due | | | | |
| 3-Oct-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 4-Oct-21 | Monday | | | | |
| 5-Oct-21 | Tuesday | | | | |
| 6-Oct-21 | Wednesday | | | | |
| 7-Oct-21 | Thursday | | | | |
| 8-Oct-21 | Friday | | | | |
| 9-Oct-21 | Saturday | | | | |
| 10-Oct-21 | Sunday | | | | |
| 10-Oct-21 | Rental due | | | | |
| 10-Oct-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 11-Oct-21 | Monday | | | | |
| 12-Oct-21 | Tuesday | | | | |
| 13-Oct-21 | Wednesday | | | | |
| 14-Oct-21 | Thursday | | | | |
| 15-Oct-21 | Friday | | | | |
| 16-Oct-21 | Saturday | | | | |
| 17-Oct-21 | Sunday | | | | |
| 17-Oct-21 | Rental due | | | | |
| 17-Oct-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 18-Oct-21 | Monday | | | | |
| 19-Oct-21 | Tuesday | | | | |
| 20-Oct-21 | Wednesday | | | | |
| 21-Oct-21 | Thursday | | | | |
| 22-Oct-21 | Friday | | | | |
| 23-Oct-21 | Saturday | | | | |
| 24-Oct-21 | Sunday | | | | |
| 24-Oct-21 | Rental due | | | | |
| 24-Oct-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 25-Oct-21 | Monday | | | | |
| 26-Oct-21 | Tuesday | | | | |
| 27-Oct-21 | Wednesday | | | | |
| 28-Oct-21 | Thursday | | | | |
| 29-Oct-21 | Friday | | | | |
| 30-Oct-21 | Saturday | | | | |
| 31-Oct-21 | Sunday | | | | |
| 31-Oct-21 | Rental due | | | | |
| 31-Oct-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |

# Costs and Expenses

| 0 | Mileage to date | **Total for Month** | | **0** | **0.00** |
|---|---|---|---|---|---|
| 0.00 | Mileage expenses to date | | | | |
| Purchase Date | Supplier | Purchase Reference / Invoice Number | Enter Expense Code Letter | Mileage | Total Purchase Value incl Vat |
| | | | | | |

# Costs and Expenses

| 0 | Mileage to date | **Total for Month** | | **0** | **0.00** |
|---|---|---|---|---|---|
| 0.00 | Mileage expenses to date | | | | |
| Purchase Date | Supplier | Purchase Reference / Invoice Number | Enter Expense Code Letter | Mileage | Total Purchase Value incl Vat |
| | | | | | |

# Costs and Expenses

| 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0.00 | **Vehicle expenses to date** | | **0.00** | | | | | | | | | | | | |
| Purchase Date | Fuel & Oil Expenses | Car Hire & Vehicle Leasing costs | Repairs, servicing and parts | Road tax and insurance | Employee Costs | Premises Costs | General Admin Tel Postage Stationery Radio hire | Advertising & Promotion | Legal & Professional incl Council Taxi Licence Costs | Bank Business Account Interest | Bank Charges & Other Leasing | Other Expenses incl valet costs | Fixed Assets Motor Vehicles | Motor Vehicles: make, model, date reg. and reg. Mark | Mileage Allowance |
| | **D** | **H** | **R** | **T** | **E** | **P** | **G** | **A** | **L** | **I** | **B** | **O** | **F** | | 0.00 |

# Costs and Expenses

| 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0.00 | **Vehicle expenses to date** | | **0.00** | | | | | | | | | | | | |
| Purchase Date | Fuel & Oil Expenses | Car Hire & Vehicle Leasing costs | Repairs, servicing and parts | Road tax and insurance | Employee Costs | Premises Costs | General Admin Tel Postage Stationery Radio hire | Advertising & Promotion | Legal & Professional incl Council Taxi Licence Costs | Bank Business Account Interest | Bank Charges & Other Leasing | Other Expenses incl valet costs | Fixed Assets Motor Vehicles | Motor Vehicles: make, model, date reg. and reg. Mark | Mileage Allowance |
| | **D** | **H** | **R** | **T** | **E** | **P** | **G** | **A** | **L** | **I** | **B** | **O** | **F** | | 0.00 |

# Sales Receipts

| Sales Date | Day | Total for Month | 0 | 0.00 | 0.00 |
|---|---|---|---|---|---|
| | | Customer Name (rental/other income) | Sales Mileage | Gross takings including tips | Other Income (start up grants) |
| | | | | | |
| 1-Nov-21 | Monday | | | | |
| 2-Nov-21 | Tuesday | | | | |
| 3-Nov-21 | Wednesday | | | | |
| 4-Nov-21 | Thursday | | | | |
| 5-Nov-21 | Friday | | | | |
| 6-Nov-21 | Saturday | | | | |
| 7-Nov-21 | Sunday | | | | |
| 7-Nov-21 | Rental due | | | | |
| 7-Nov-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 8-Nov-21 | Monday | | | | |
| 9-Nov-21 | Tuesday | | | | |
| 10-Nov-21 | Wednesday | | | | |
| 11-Nov-21 | Thursday | | | | |
| 12-Nov-21 | Friday | | | | |
| 13-Nov-21 | Saturday | | | | |
| 14-Nov-21 | Sunday | | | | |
| 14-Nov-21 | Rental due | | | | |
| 14-Nov-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 15-Nov-21 | Monday | | | | |
| 16-Nov-21 | Tuesday | | | | |
| 17-Nov-21 | Wednesday | | | | |
| 18-Nov-21 | Thursday | | | | |
| 19-Nov-21 | Friday | | | | |
| 20-Nov-21 | Saturday | | | | |
| 21-Nov-21 | Sunday | | | | |
| 21-Nov-21 | Rental due | | | | |
| 21-Nov-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 22-Nov-21 | Monday | | | | |
| 23-Nov-21 | Tuesday | | | | |
| 24-Nov-21 | Wednesday | | | | |
| 25-Nov-21 | Thursday | | | | |
| 26-Nov-21 | Friday | | | | |
| 27-Nov-21 | Saturday | | | | |
| 28-Nov-21 | Sunday | | | | |
| 28-Nov-21 | Rental due | | | | |
| 28-Nov-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |

# Costs and Expenses

| 0 | Mileage to date | **Total for Month** | | **0** | **0.00** |
|---|---|---|---|---|---|
| 0.00 | Mileage expenses to date | | | | |
| Purchase Date | Supplier | Purchase Reference / Invoice Number | Enter Expense Code Letter | Mileage | Total Purchase Value incl Vat |
| | | | | | |

# Costs and Expenses

| 0 | Mileage to date | **Total for Month** | | **0** | **0.00** |
|---|---|---|---|---|---|
| 0.00 | Mileage expenses to date | | | | |
| Purchase Date | Supplier | Purchase Reference / Invoice Number | Enter Expense Code Letter | Mileage | Total Purchase Value incl Vat |
| | | | | | |

# Costs and Expenses

| | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0 | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** | 0.00 | **0.00** |
| 0.00 | **Vehicle expenses to date** | | **0.00** | | | | | | | | | | | | |
| Purchase Date | Fuel & Oil Expenses | Car Hire & Vehicle Leasing costs | Repairs, servicing and parts | Road tax and insurance | Employee Costs | Premises Costs | General Admin Tel Postage Stationery Radio hire | Advertising & Promotion | Legal & Professional incl Council Taxi Licence Costs | Bank Business Account Interest | Bank Charges & Other Leasing | Other Expenses incl valet costs | Fixed Assets Motor Vehicles | Motor Vehicles: make, model, date reg. and reg. Mark | Mileage Allowance |
| | **D** | **H** | **R** | **T** | **E** | **P** | **G** | **A** | **L** | **I** | **B** | **O** | **F** | | 0.00 |

# Costs and Expenses

| 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0.00 | **Vehicle expenses to date** | | **0.00** | | | | | | | | | | | | |
| Purchase Date | Fuel & Oil Expenses | Car Hire & Vehicle Leasing costs | Repairs, servicing and parts | Road tax and insurance | Employee Costs | Premises Costs | General Admin Tel Postage Stationery Radio hire | Advertising & Promotion | Legal & Professional incl Council Taxi Licence Costs | Bank Business Account Interest | Bank Charges & Other Leasing | Other Expenses incl valet costs | Fixed Assets Motor Vehicles | Motor Vehicles: make, model, date reg. and reg. Mark | Mileage Allowance |
| | **D** | **H** | **R** | **T** | **E** | **P** | **G** | **A** | **L** | **I** | **B** | **O** | **F** | | 0.00 |

# Sales Receipts

| Sales Date | Day | Total for Month | 0 | 0.00 | 0.00 |
|---|---|---|---|---|---|
| | | Customer Name (rental/other income) | Sales Mileage | Gross takings including tips | Other Income (start up grants) |
| | | | | | |
| 29-Nov-21 | Monday | | | | |
| 30-Nov-21 | Tuesday | | | | |
| 1-Dec-21 | Wednesday | | | | |
| 2-Dec-21 | Thursday | | | | |
| 3-Dec-21 | Friday | | | | |
| 4-Dec-21 | Saturday | | | | |
| 5-Dec-21 | Sunday | | | | |
| 5-Dec-21 | Rental due | | | | |
| 5-Dec-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 6-Dec-21 | Monday | | | | |
| 7-Dec-21 | Tuesday | | | | |
| 8-Dec-21 | Wednesday | | | | |
| 9-Dec-21 | Thursday | | | | |
| 10-Dec-21 | Friday | | | | |
| 11-Dec-21 | Saturday | | | | |
| 12-Dec-21 | Sunday | | | | |
| 12-Dec-21 | Rental due | | | | |
| 12-Dec-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 13-Dec-21 | Monday | | | | |
| 14-Dec-21 | Tuesday | | | | |
| 15-Dec-21 | Wednesday | | | | |
| 16-Dec-21 | Thursday | | | | |
| 17-Dec-21 | Friday | | | | |
| 18-Dec-21 | Saturday | | | | |
| 19-Dec-21 | Sunday | | | | |
| 19-Dec-21 | Rental due | | | | |
| 19-Dec-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 20-Dec-21 | Monday | | | | |
| 21-Dec-21 | Tuesday | | | | |
| 22-Dec-21 | Wednesday | | | | |
| 23-Dec-21 | Thursday | | | | |
| 24-Dec-21 | Friday | | | | |
| 25-Dec-21 | Saturday | | | | |
| 26-Dec-21 | Sunday | | | | |
| 26-Dec-21 | Rental due | | | | |
| 26-Dec-21 | Any other income | | | | |
| | | | | 0.00 | 0.00 |

# Costs and Expenses

| 0 | Mileage to date | **Total for Month** | | **0** | **0.00** |
|---|---|---|---|---|---|
| 0.00 | Mileage expenses to date | | | | |
| Purchase Date | Supplier | Purchase Reference / Invoice Number | Enter Expense Code Letter | Mileage | Total Purchase Value incl Vat |
| | | | | | |

# Costs and Expenses

| 0 | Mileage to date | **Total for Month** | | **0** | **0.00** |
|---|---|---|---|---|---|
| 0.00 | Mileage expenses to date | | | | |
| Purchase Date | Supplier | Purchase Reference / Invoice Number | Enter Expense Code Letter | Mileage | Total Purchase Value incl Vat |
| | | | | | |

# Costs and Expenses

| | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0 | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** | **0.00** | 0.00 | **0.00** |
| 0.00 | **Vehicle expenses to date** | | **0.00** | | | | | | | | | | | | |
| Purchase Date | Fuel & Oil Expenses | Car Hire & Vehicle Leasing costs | Repairs, servicing and parts | Road tax and insurance | Employee Costs | Premises Costs | General Admin Tel Postage Stationery Radio hire | Advertising & Promotion | Legal & Professional incl Council Taxi Licence Costs | Bank Business Account Interest | Bank Charges & Other Leasing | Other Expenses incl valet costs | Fixed Assets Motor Vehicles | Motor Vehicles: make, model, date reg. and reg. Mark | Mileage Allowance |
| | **D** | **H** | **R** | **T** | **E** | **P** | **G** | **A** | **L** | **I** | **B** | **O** | **F** | | 0.00 |

# Costs and Expenses

| 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0.00 | **Vehicle expenses to date** | | **0.00** | | | | | | | | | | | | |
| Purchase Date | Fuel & Oil Expenses | Car Hire & Vehicle Leasing costs | Repairs, servicing and parts | Road tax and insurance | Employee Costs | Premises Costs | General Admin Tel Postage Stationery Radio hire | Advertising & Promotion | Legal & Professional incl Council Taxi Licence Costs | Bank Business Account Interest | Bank Charges & Other Leasing | Other Expenses incl valet costs | Fixed Assets Motor Vehicles | Motor Vehicles: make, model, date reg. and reg. Mark | Mileage Allowance |
| | **D** | **H** | **R** | **T** | **E** | **P** | **G** | **A** | **L** | **I** | **B** | **O** | **F** | | 0.00 |

# Sales Receipts

| Sales Date | Day | Total for Month | 0 | 0.00 | 0.00 |
|---|---|---|---|---|---|
| | | Customer Name (rental/other income) | Sales Mileage | Gross takings including tips | Other Income (start up grants) |
| | | | | | |
| 27-Dec-21 | Monday | | | | |
| 28-Dec-21 | Tuesday | | | | |
| 29-Dec-21 | Wednesday | | | | |
| 30-Dec-21 | Thursday | | | | |
| 31-Dec-21 | Friday | | | | |
| 1-Jan-22 | Saturday | | | | |
| 2-Jan-22 | Sunday | | | | |
| 2-Jan-22 | Rental due | | | | |
| 2-Jan-22 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 3-Jan-22 | Monday | | | | |
| 4-Jan-22 | Tuesday | | | | |
| 5-Jan-22 | Wednesday | | | | |
| 6-Jan-22 | Thursday | | | | |
| 7-Jan-22 | Friday | | | | |
| 8-Jan-22 | Saturday | | | | |
| 9-Jan-22 | Sunday | | | | |
| 9-Jan-22 | Rental due | | | | |
| 9-Jan-22 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 10-Jan-22 | Monday | | | | |
| 11-Jan-22 | Tuesday | | | | |
| 12-Jan-22 | Wednesday | | | | |
| 13-Jan-22 | Thursday | | | | |
| 14-Jan-22 | Friday | | | | |
| 15-Jan-22 | Saturday | | | | |
| 16-Jan-22 | Sunday | | | | |
| 16-Jan-22 | Rental due | | | | |
| 16-Jan-22 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 17-Jan-22 | Monday | | | | |
| 18-Jan-22 | Tuesday | | | | |
| 19-Jan-22 | Wednesday | | | | |
| 20-Jan-22 | Thursday | | | | |
| 21-Jan-22 | Friday | | | | |
| 22-Jan-22 | Saturday | | | | |
| 23-Jan-22 | Sunday | | | | |
| 23-Jan-22 | Rental due | | | | |
| 23-Jan-22 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 24-Jan-22 | Monday | | | | |
| 25-Jan-22 | Tuesday | | | | |
| 26-Jan-22 | Wednesday | | | | |
| 27-Jan-22 | Thursday | | | | |
| 28-Jan-22 | Friday | | | | |
| 29-Jan-22 | Saturday | | | | |
| 30-Jan-22 | Sunday | | | | |
| 30-Jan-22 | Rental due | | | | |
| 30-Jan-22 | Any other income | | | | |
| | | | | 0.00 | 0.00 |

# Costs and Expenses

| 0 | Mileage to date | **Total for Month** | | **0** | **0.00** |
|---|---|---|---|---|---|
| 0.00 | Mileage expenses to date | | | | |
| Purchase Date | Supplier | Purchase Reference / Invoice Number | Enter Expense Code Letter | Mileage | Total Purchase Value incl Vat |
| | | | | | |

# Costs and Expenses

| 0 | Mileage to date | **Total for Month** | | **0** | **0.00** |
|---|---|---|---|---|---|
| 0.00 | Mileage expenses to date | | | | |
| Purchase Date | Supplier | Purchase Reference / Invoice Number | Enter Expense Code Letter | Mileage | Total Purchase Value incl Vat |
| | | | | | |

# Costs and Expenses

| 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0.00 | **Vehicle expenses to date** | | **0.00** | | | | | | | | | | | | |
| Purchase Date | Fuel & Oil Expenses | Car Hire & Vehicle Leasing costs | Repairs, servicing and parts | Road tax and insurance | Employee Costs | Premises Costs | General Admin Tel Postage Stationery Radio hire | Advertising & Promotion | Legal & Professional incl Council Taxi Licence Costs | Bank Business Account Interest | Bank Charges & Other Leasing | Other Expenses incl valet costs | Fixed Assets Motor Vehicles | Motor Vehicles: make, model, date reg. and reg. Mark | Mileage Allowance |
| | **D** | **H** | **R** | **T** | **E** | **P** | **G** | **A** | **L** | **I** | **B** | **O** | **F** | | 0.00 |

# Costs and Expenses

| 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0.00 | **Vehicle expenses to date** | | **0.00** | | | | | | | | | | | | |
| Purchase Date | Fuel & Oil Expenses | Car Hire & Vehicle Leasing costs | Repairs, servicing and parts | Road tax and insurance | Employee Costs | Premises Costs | General Admin Tel Postage Stationery Radio hire | Advertising & Promotion | Legal & Professional incl Council Taxi Licence Costs | Bank Business Account Interest | Bank Charges & Other Leasing | Other Expenses incl valet costs | Fixed Assets Motor Vehicles | Motor Vehicles: make, model, date reg. and reg. Mark | Mileage Allowance |
| | **D** | **H** | **R** | **T** | **E** | **P** | **G** | **A** | **L** | **I** | **B** | **O** | **F** | | 0.00 |

# Sales Receipts

| Sales Date | Day | Total for Month | 0 | 0.00 | 0.00 |
|---|---|---|---|---|---|
| | | Customer Name (rental/other income) | Sales Mileage | Gross takings including tips | Other Income (start up grants) |
| | | | | | |
| 31-Jan-22 | Monday | | | | |
| 1-Feb-22 | Tuesday | | | | |
| 2-Feb-22 | Wednesday | | | | |
| 3-Feb-22 | Thursday | | | | |
| 4-Feb-22 | Friday | | | | |
| 5-Feb-22 | Saturday | | | | |
| 6-Feb-22 | Sunday | | | | |
| 6-Feb-22 | Rental due | | | | |
| 6-Feb-22 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 7-Feb-22 | Monday | | | | |
| 8-Feb-22 | Tuesday | | | | |
| 9-Feb-22 | Wednesday | | | | |
| 10-Feb-22 | Thursday | | | | |
| 11-Feb-22 | Friday | | | | |
| 12-Feb-22 | Saturday | | | | |
| 13-Feb-22 | Sunday | | | | |
| 13-Feb-22 | Rental due | | | | |
| 13-Feb-22 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 14-Feb-22 | Monday | | | | |
| 15-Feb-22 | Tuesday | | | | |
| 16-Feb-22 | Wednesday | | | | |
| 17-Feb-22 | Thursday | | | | |
| 18-Feb-22 | Friday | | | | |
| 19-Feb-22 | Saturday | | | | |
| 20-Feb-22 | Sunday | | | | |
| 20-Feb-22 | Rental due | | | | |
| 20-Feb-22 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 21-Feb-22 | Monday | | | | |
| 22-Feb-22 | Tuesday | | | | |
| 23-Feb-22 | Wednesday | | | | |
| 24-Feb-22 | Thursday | | | | |
| 25-Feb-22 | Friday | | | | |
| 26-Feb-22 | Saturday | | | | |
| 27-Feb-22 | Sunday | | | | |
| 27-Feb-22 | Rental due | | | | |
| 27-Feb-22 | Any other income | | | | |
| | | | | 0.00 | 0.00 |

# Costs and Expenses

| 0 | Mileage to date | **Total for Month** | | **0** | **0.00** |
|---|---|---|---|---|---|
| 0.00 | Mileage expenses to date | | | | |
| Purchase Date | Supplier | Purchase Reference / Invoice Number | Enter Expense Code Letter | Mileage | Total Purchase Value incl Vat |
| | | | | | |

# Costs and Expenses

| 0 | Mileage to date | **Total for Month** | | **0** | **0.00** |
|---|---|---|---|---|---|
| 0.00 | Mileage expenses to date | | | | |
| Purchase Date | Supplier | Purchase Reference / Invoice Number | Enter Expense Code Letter | Mileage | Total Purchase Value incl Vat |
| | | | | | |

# Costs and Expenses

| 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0.00 | **Vehicle expenses to date** | | **0.00** | | | | | | | | | | | | |
| Purchase Date | Fuel & Oil Expenses | Car Hire & Vehicle Leasing costs | Repairs, servicing and parts | Road tax and insurance | Employee Costs | Premises Costs | General Admin Tel Postage Stationery Radio hire | Advertising & Promotion | Legal & Professional incl Council Taxi Licence Costs | Bank Business Account Interest | Bank Charges & Other Leasing | Other Expenses incl valet costs | Fixed Assets Motor Vehicles | Motor Vehicles: make, model, date reg. and reg. Mark | Mileage Allowance |
| | **D** | **H** | **R** | **T** | **E** | **P** | **G** | **A** | **L** | **I** | **B** | **O** | **F** | | 0.00 |

# Costs and Expenses

| 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0.00 | **Vehicle expenses to date** | | **0.00** | | | | | | | | | | | | |
| Purchase Date | Fuel & Oil Expenses | Car Hire & Vehicle Leasing costs | Repairs, servicing and parts | Road tax and insurance | Employee Costs | Premises Costs | General Admin Tel Postage Stationery Radio hire | Advertising & Promotion | Legal & Professional incl Council Taxi Licence Costs | Bank Business Account Interest | Bank Charges & Other Leasing | Other Expenses incl valet costs | Fixed Assets Motor Vehicles | Motor Vehicles: make, model, date reg. and reg. Mark | Mileage Allowance |
| | **D** | **H** | **R** | **T** | **E** | **P** | **G** | **A** | **L** | **I** | **B** | **O** | **F** | | 0.00 |

# Sales Receipts

| Sales Date | Day | Total for Month | 0 | 0.00 | 0.00 |
|---|---|---|---|---|---|
| | | Customer Name (rental/other income) | Sales Mileage | Gross takings including tips | Other Income (start up grants) |
| | | | | | |
| 28-Feb-22 | Monday | | | | |
| 1-Mar-22 | Tuesday | | | | |
| 2-Mar-22 | Wednesday | | | | |
| 3-Mar-22 | Thursday | | | | |
| 4-Mar-22 | Friday | | | | |
| 5-Mar-22 | Saturday | | | | |
| 6-Mar-22 | Sunday | | | | |
| 6-Mar-22 | Rental due | | | | |
| 6-Mar-22 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 7-Mar-22 | Monday | | | | |
| 8-Mar-22 | Tuesday | | | | |
| 9-Mar-22 | Wednesday | | | | |
| 10-Mar-22 | Thursday | | | | |
| 11-Mar-22 | Friday | | | | |
| 12-Mar-22 | Saturday | | | | |
| 13-Mar-22 | Sunday | | | | |
| 13-Mar-22 | Rental due | | | | |
| 13-Mar-22 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 14-Mar-22 | Monday | | | | |
| 15-Mar-22 | Tuesday | | | | |
| 16-Mar-22 | Wednesday | | | | |
| 17-Mar-22 | Thursday | | | | |
| 18-Mar-22 | Friday | | | | |
| 19-Mar-22 | Saturday | | | | |
| 20-Mar-22 | Sunday | | | | |
| 20-Mar-22 | Rental due | | | | |
| 20-Mar-22 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 21-Mar-22 | Monday | | | | |
| 22-Mar-22 | Tuesday | | | | |
| 23-Mar-22 | Wednesday | | | | |
| 24-Mar-22 | Thursday | | | | |
| 25-Mar-22 | Friday | | | | |
| 26-Mar-22 | Saturday | | | | |
| 27-Mar-22 | Sunday | | | | |
| 27-Mar-22 | Rental due | | | | |
| 27-Mar-22 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |
| 28-Mar-22 | Monday | | | | |
| 29-Mar-22 | Tuesday | | | | |
| 30-Mar-22 | Wednesday | | | | |
| 31-Mar-22 | Thursday | | | | |
| 1-Apr-22 | Friday | | | | |
| 2-Apr-22 | Saturday | | | | |
| 3-Apr-22 | Sunday | | | | |
| 3-Apr-22 | Rental due | | | | |
| 3-Apr-22 | Any other income | | | | |
| | | | | 0.00 | 0.00 |
| | | | | | |

## Sales Receipts

| Sales Date | Day | Total for Month | 0 | 0.00 | 0.00 |
|---|---|---|---|---|---|
| | | Customer Name (rental/other income) | Sales Mileage | Gross takings including tips | Other Income (start up grants) |
| 4-Apr-22 | Monday | | | | |
| 5-Apr-22 | Tuesday | | | | |
| 5-Apr-22 | Rental due | | | | |
| 5-Apr-22 | Any other income | | | | |
| | | | | 0.00 | 0.00 |

# Costs and Expenses

| 0 | Mileage to date | **Total for Month** | | **0** | **0.00** |
|---|---|---|---|---|---|
| 0.00 | Mileage expenses to date | | | | |
| Purchase Date | Supplier | Purchase Reference / Invoice Number | Enter Expense Code Letter | Mileage | Total Purchase Value incl Vat |
| | | | | | |

# Costs and Expenses

| 0 | Mileage to date | **Total for Month** | | **0** | **0.00** |
|---|---|---|---|---|---|
| 0.00 | Mileage expenses to date | | | | |
| Purchase Date | Supplier | Purchase Reference / Invoice Number | Enter Expense Code Letter | Mileage | Total Purchase Value incl Vat |
| | | | | | |

# Costs and Expenses

| 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0.00 | **Vehicle expenses to date** | | **0.00** | | | | | | | | | | | | |
| Purchase Date | Fuel & Oil Expenses | Car Hire & Vehicle Leasing costs | Repairs, servicing and parts | Road tax and insurance | Employee Costs | Premises Costs | General Admin Tel Postage Stationery Radio hire | Advertising & Promotion | Legal & Professional incl Council Taxi Licence Costs | Bank Business Account Interest | Bank Charges & Other Leasing | Other Expenses incl valet costs | Fixed Assets Motor Vehicles | Motor Vehicles: make, model, date reg. and reg. Mark | Mileage Allowance |
| | **D** | **H** | **R** | **T** | **E** | **P** | **G** | **A** | **L** | **I** | **B** | **O** | **F** | | 0.00 |

# Costs and Expenses

| 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 0.00 | **Vehicle expenses to date** | | **0.00** | | | | | | | | | | | | |
| Purchase Date | Fuel & Oil Expenses | Car Hire & Vehicle Leasing costs | Repairs, servicing and parts | Road tax and insurance | Employee Costs | Premises Costs | General Admin Tel Postage Stationery Radio hire | Advertising & Promotion | Legal & Professional incl Council Taxi Licence Costs | Bank Business Account Interest | Bank Charges & Other Leasing | Other Expenses incl valet costs | Fixed Assets Motor Vehicles | Motor Vehicles: make, model, date reg. and reg. Mark | Mileage Allowance |
| | **D** | **H** | **R** | **T** | **E** | **P** | **G** | **A** | **L** | **I** | **B** | **O** | **F** | | 0.00 |

| Dates |
|---|
| 28-Feb-21 |
| 31-Mar-21 |
| 6-Apr-21 |
| 30-Apr-21 |
| 31-May-21 |
| 30-Jun-21 |
| 31-Jul-21 |
| 31-Aug-21 |
| 30-Sep-21 |
| 31-Oct-21 |
| 30-Nov-21 |
| 31-Dec-21 |
| 31-Jan-22 |
| 28-Feb-22 |
| 31-Mar-22 |
| 5-Apr-22 |
| 30-Apr-22 |
| 31-May-22 |
| 30-Jun-22 |
| 31-Jan-23 |
| 31-Jul-23 |
| 2021-22 |
| 2022-23 |

| **Capital Tax Allowances** | **2025-26** |
|---|---|
| Annual Investment Allowance | 100% |
| Writing down allowance | 18% |

Allowances restricted on Motor vehicles

| Costing over | 12000 | Restricted to | 3000 |
|---|---|---|---|

| **Depreciation Rates Applied** | % |
|---|---|
| Land & Property | 0% |
| Plant & Machinery | 10% |
| Fixtures & Fittings | 20% |
| Computer Equipment | 33% |
| Motor Vehicles | 25% |

| **Mileage Allowances** | Miles | p per mile |
|---|---|---|
| Higher rate allowance up to | 10000 | 0.45 |
| Lower rate allowance over | 10001 | 0.25 |

| **Mileage Allowances** | |
|---|---|
| VAT Threshold | 85000 |

| **Income Tax Rates** |
|---|
| Personal allowance |
| Basic rate applicable on t |
| Higher rate applicable on |
| Taxable Bands Allowance |
| Basic rate |
| Higher rate |

| **National Insurance rat** |
|---|
| NI Class 2 rate |
| NI Class 4 rate between l and upper profits limit |
| NI Class 4 rate above upp limit |

| 2025-26 | | | | |
|---|---|---|---|---|
| | | | 12570 | £ |
| axable income up to higher rate | | | 0% | % |
| taxable income over higher rate | | | 20% | % |
| | | | 0.4 | |
| es | Start Level | End Level | Tax Band | |
| 20% | 0 | 37700 | 0 | |
| 40% | 37701 | 37700 | 0 | |
| | 37701 | | 37701 | |

| tes | 2025-26 | |
|---|---|---|
| | 0.00 | Above Lower Profits Threshold (LPT) |
| | 3.05 | |

| | | | | |
|---|---|---|---|---|
| ower profits | 9.00% | NIC class 4 lower limit | 9568 | £ |
| per profits | 2.00% | NIC class 4 upper limit | 50270 | £ |