HM Revenue & Customs

Self-employment (full)

Tax year 6 April 2013 to 5 April 2014

Please read the ***Self-employment (full) notes*** to check if you should use this page or the *Self-employment (short)* page.

To get notes and helpsheets that will help you fill in this form, go to **hmrc.gov.uk/selfassessmentforms**

Your name

Your Unique Taxpayer Reference (UTR)

Business details

1 **Business name** – *unless it is in your own name*

2 **Description of business**

3 **First line of your business address** – *unless you work from home*

4 **Postcode of your business address**

5 **If the details in boxes 1, 2, 3 or 4 have changed in the last 12 months, put 'X' in the box and give details in the 'Any other information' box**

6 **If your business started after 5 April 2013, enter the start date** *DD MM YYYY*

7 **If your business ceased after 5 April 2013 but before 6 April 2014, enter the final date of trading**

8 **Date your books or accounts start** – *the beginning of your accounting period*

9 **Date your books or accounts are made up to or the end of your accounting period** – *read the notes if you have filled in box 6 or 7*

10 **If you used the *cash basis*, money actually received and paid out, to calculate your income and expenses put 'X' in the box** – *read the notes*

Other information

11 **If your accounting date has changed permanently, put 'X' in the box**

12 **If your accounting date has changed more than once since 2008, put 'X' in the box**

13 **If special arrangements apply, put 'X' in the box** – *read the notes*

14 **If you provided the information about your 2013–14 profit on last year's tax return, put 'X' in the box** – *read the notes*

Business income

15 **Your turnover** – *the takings, fees, sales or money earned by your business*

£ . 0 0

16 **Any other business income not included in box 15**

£ . 0 0

Business expenses

Please read the *Self-employment (full) notes* before filling in this section.

	Total expenses		Disallowable expenses
	If your annual turnover was below £79,000 you may just put your total expenses in box 31		Use this column if the figures in boxes 17 to 30 include disallowable amounts
17	**Cost of goods bought for resale or goods used** £ . 0 0	32	£ . 0 0
18	**Construction industry** – *payments to subcontractors* £ . 0 0	33	£ . 0 0
19	**Wages, salaries and other staff costs** £ . 0 0	34	£ . 0 0
20	**Car, van and travel expenses** £ . 0 0	35	£ . 0 0
21	**Rent, rates, power and insurance costs** £ . 0 0	36	£ . 0 0
22	**Repairs and renewals of property and equipment** £ . 0 0	37	£ . 0 0
23	**Phone, fax, stationery and other office costs** £ . 0 0	38	£ . 0 0
24	**Advertising and business entertainment costs** £ . 0 0	39	£ . 0 0
25	**Interest on bank and other loans** £ . 0 0	40	£ . 0 0
26	**Bank, credit card and other financial charges** £ . 0 0	41	£ . 0 0
27	**Irrecoverable debts written off** £ . 0 0	42	£ . 0 0
28	**Accountancy, legal and other professional fees** £ . 0 0	43	£ . 0 0
29	**Depreciation and loss/profit on sale of assets** £ . 0 0	44	£ . 0 0
30	**Other business expenses** £ . 0 0	45	£ . 0 0
31	**Total expenses (total of boxes 17 to 30)** £ . 0 0	46	**Total disallowable expenses (total of boxes 32 to 45)** £ . 0 0

Net profit or loss

47 **Net profit** – *if your business income is more than your expenses (if box 15 + box 16 minus box 31 is positive)*

£ . 0 0

48 **Or, net loss** – *if your expenses are more than your business income (if box 31 minus (box 15 + box 16) is positive)*

£ . 0 0

Tax allowances for vehicles and equipment (capital allowances)

There are 'capital' tax allowances for vehicles, equipment and certain buildings used in your business (don't include the cost of these in your business expenses). Please read the *Self-employment (full) notes* and use the examples to work out your capital allowances.

49 **Annual Investment Allowance**

£ . 0 0

50 **Capital allowances at 18% on equipment, including cars with lower CO_2 emissions**

£ . 0 0

51 **Capital allowances at 8% on equipment, including cars with higher CO_2 emissions**

£ . 0 0

52 **Restricted capital allowances for cars costing more than £12,000** – *if bought before 6 April 2009*

£ . 0 0

53 **Agricultural or Industrial Buildings Allowance**

£ . 0 0

54 **Business Premises Renovation Allowance (Assisted Areas only)** – *read the notes*

£ . 0 0

55 **100% and other enhanced capital allowances** – *read the notes*

£ . 0 0

56 **Allowances on sale or cessation of business use (where you have disposed of assets for less than their tax value)**

£ . 0 0

57 **Total capital allowances (total of boxes 49 to 56)**

£ . 0 0

58 **Balancing charge on sale or cessation of business use (only where Business Premises Renovation Allowance has been claimed)** – *read the notes*

£ . 0 0

59 **Balancing charge on sales of other assets or on the cessation of business use (where you have disposed of assets for more than their tax value)**

£ . 0 0

Calculating your taxable profit or loss

You may have to adjust your net profit or loss for disallowable expenses or capital allowances to arrive at your taxable profit or your loss for tax purposes. Please read the *Self-employment (full) notes* and fill in the boxes below that apply.

60 **Goods and services for your own use** – *read the notes*

£ . 0 0

61 **Total additions to net profit or deductions from net loss (box 46 + box 58 + box 59 + box 60)**

£ . 0 0

62 **Income, receipts and other profits included in business income or expenses but not taxable as business profits**

£ . 0 0

63 **Total deductions from net profit or additions to net loss (box 57 + box 62)**

£ . 0 0

64 **Net business profit for tax purposes (if box 47 + box 61 minus (box 48 + box 63) is positive)**

£ . 0 0

65 **Net business loss for tax purposes (if box 48 + box 63 minus (box 47 + box 61) is positive)**

£ . 0 0

Calculating your taxable profit or loss (continued)

If you start or finish self-employment and your accounting period is not the same as your basis period (or there are overlaps or gaps in your basis periods) or in certain situations or trades or professions, you may need to make further tax adjustments – *read the Self-employment (full) notes*. In all cases, please complete boxes 73 and 76, or box 77, as applicable.

66 **Date your basis period began** *DD MM YYYY*

67 **Date your basis period ended**

68 **If your basis period is not the same as your accounting period, enter the adjustment needed to arrive at the profit or loss for the basis period** – *if the adjustment needs to be taken off the profit figure, put a minus sign (-) in the box*

£ – . 0 0

69 **Overlap relief used this year** – *read the notes*

£ . 0 0

70 **Overlap profit carried forward**

£ . 0 0

71 **Adjustment for change of accounting practice** – *read the notes*

£ . 0 0

72 **Averaging adjustment (only for farmers, market gardeners and creators of literary or artistic works)** – *if the adjustment needs to be taken off the profit figure, put a minus sign (-) in the box*

£ – . 0 0

73 **Adjusted profit for 2013–14 (see the Working Sheet in the *notes*)** – *if a loss, enter it in box 77*

£ . 0 0

74 **Loss brought forward from earlier years set off against this year's profits** – *up to the amount in box 64 or box 73, whichever is greater*

£ . 0 0

75 **Any other business income not included in boxes 15, 16 or 60** – *for example, non arm's length reverse premiums*

£ . 0 0

76 **Total taxable profits from this business (box 73 minus box 74 + box 75** – *or use the Working Sheet in the notes)*

£ . 0 0

Losses

If you have made a net loss for tax purposes (in box 65), or if you have losses from previous years, read the *Self-employment (full) notes* and fill in boxes 77 to 80, as appropriate.

77 **Adjusted loss for 2013–14 (see the Working Sheet in the *notes*)**

£ . 0 0

78 **Loss from this tax year set off against other income for 2013–14** – *read the notes*

£ . 0 0

79 **Loss to be carried back to previous year(s) and set off against income (or capital gains)** – *read the notes*

£ . 0 0

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

£ . 0 0

CIS deductions and tax taken off

81 **Deductions on payment and deduction statements from contractors** – *construction industry subcontractors only*

£ . 0 0

82 **Other tax taken off trading income**

£ . 0 0

Balance sheet

If your business accounts include a balance sheet showing the assets, liabilities and capital of the business, fill in the relevant boxes below. If you do not have a balance sheet, go to box 100. Read the *Self-employment (full) notes* for further information.

Assets

83 **Equipment, machinery and vehicles**
£ . 0 0

84 **Other fixed assets**
£ . 0 0

85 **Stock and work in progress**
£ . 0 0

86 **Trade debtors**
£ . 0 0

87 **Bank/building society balances**
£ . 0 0

88 **Cash in hand**
£ . 0 0

89 **Other current assets and prepayments**
£ . 0 0

90 **Total assets (total of boxes 83 to 89)**
£ . 0 0

Liabilities

91 **Trade creditors**
£ . 0 0

92 **Loans and overdrawn bank account balances**
£ . 0 0

93 **Other liabilities and accruals**
£ . 0 0

Net business assets

94 **Net business assets (box 90 minus (boxes 91 to 93))**
£ . 0 0

Capital account

95 **Balance at start of period**
£ . 0 0

96 **Net profit or loss (box 47 or box 48)**
£ . 0 0

97 **Capital introduced**
£ . 0 0

98 **Drawings**
£ . 0 0

99 **Balance at end of period**
£ . 0 0

Class 4 National Insurance contributions (NICs)

If your self-employed profits are more than £7,755, you must pay Class 4 NICs (unless you are exempt or your contributions have been deferred) - *read the Self-employment (full) notes.*

100 **If you are exempt from paying Class 4 NICs, put 'X' in the box** – *read the notes*

101 **If you have been given a 2013–14 Class 4 NICs deferment certificate, put 'X' in the box** – *read the notes*

102 **Adjustment to profits chargeable to Class 4 NICs** – *read the notes*
£ . 0 0

Any other information

103 **Please give any other information in this space**