

Can you afford to miss it?

Here's what other visitors had to say about their experience.....

'For a new business, I found the day very informative. Everyone was very approachable and supportive.'

MB, Leicester

'It's always good to see the human side of government departments. The seminars are an excellent way of capturing small businesses and getting them off to the right start, right from the start. It's worth investing the time to attend.'

Blue Fish Design, London

An excellent day overall – It exceeded my expectations!

AN, St Albans

Very, very helpful. Been feeling overwhelmed and confused prior to the event: everyone could either answer my queries personally or passed me on to someone else who could, on the spot. Got my queries answered in a two hour period today that I've been trying to get sorted for over 6 months. Absolutely brilliant Thank you so much!

Jay, Leicester

**FREE SEMINARS
FREE EXHIBITION
FREE ENTRY**

Working together to help business.....



Book now by visiting

www.businesslink.gov.uk/advisedays or alternatively complete this form and return by fax on 01642 755214

Booking Form

Contact Name _____

Nature of business _____

No. of employees _____

Address _____

Postcode _____

How long have you been trading _____ Yrs _____ Months

If you are unable to book online, experience difficulties when doing so, or have access, communication or personal needs, then please contact us on 0845 603 2691.

 HM Revenue & Customs

Free

Business Advice Open Day

THE ALBERMARLE MUSIC CENTRE
60 Ferensway, Kingston upon Hull HU2 8LN



TUESDAY 27TH OCTOBER 2009
EVENT TIMES: 10.00 – 14.45

BOOK ONLINE AT
www.businesslink.gov.uk/advisedays

We're bringing the experts to you.....

When you're running a business, or even just thinking about it, there are so many things to consider. We appreciate that you want to 'get it right' but it's not always easy to find out what you should be doing and when.

That's why, on behalf of HMRC, I am pleased to be able to invite you to this event, which offers advice and support for small and medium-sized businesses.

With no commercial exhibitors, there will be no pressure to buy - just an exhibition and seminar programme presented by experts from government departments and agencies. Their aim is to give you the information, help and support that you will find invaluable to start, survive or grow in business today.

So far, we have helped thousands of visitors at our events and many have told us what a valuable investment of their time they have proved to be. "For a new business, I found the day very informative" and "Absolutely brilliant; thank you so much", are just a couple of the comments we have received recently.

I would be delighted if you could join us.

Yours sincerely



Roger Lovell

Business Liaison Team

Open.days@hmrc.gsi.gov.uk

Presentations at this event....

10.00 – 10.30 Top tips to win more business

Business Link

Gain top tips from Business Link to help you win more business opportunities in your area.

10.45 – 11.15

Self employed? Handy things to know about Tax and National Insurance...

HM Revenue & Customs

Find out what you have to do to keep on the right track, what records you should keep and when to make returns.

11.30 – 12.00 Employing People? Start Here!

HM Revenue & Customs

Employing people for the first time isn't something to worry about. We'll help you understand what you need to do to get started with PAYE and National Insurance contributions - for you or your employees - and where to get more help.

12.15 – 12.45 VAT – The Basics

HM Revenue & Customs

Frightened of VAT? Don't be!

We are here to help you with a user friendly presentation for both new and established businesses, giving you straight forward help and advice about everyday VAT.

13.30 – 14.00 Introduction to Importing and Exporting

HM Revenue & Customs

Importing or exporting from outside the EU? An introduction to the basics of Customs importing and exporting procedures and the help available.

14.15 – 14.45 The role of Acas

Acas

Acas' aim is to improve working life through better employment relations. In 08/09 we conciliated in 138,535 Tribunal claims, answered 726,306 helpline calls and trained 23,192 people. Find out how Acas can help you!

10.00. 10.45. 11.30. 12.15 . 13.30. 14.15

Online Services

Throughout the day, HM Revenue & Customs will be presenting their Online Services seminar.

HM Revenue & Customs

Does going online at April 2010 worry you? Let us guide you through who, on current plans, is affected by online mandation, the current online service, what is planned for the future and the features that will be available to you.

Big changes are on the way and you need to start preparing now ...

"Under Government proposals it will become compulsory, from April 2010, for VAT registered businesses with an annual VAT exclusive turnover of £100,000 or more and all newly registered businesses to file their VAT returns online and pay any VAT due electronically. Paper returns will still be an option for the remaining VAT registered businesses, but this will be reviewed in the run up to 2012"

If you are affected by this change, throughout the day we will be running seminars back to back on how this will affect you.

In addition we will be offering assistance to VAT registered businesses to register for the VAT Online service. Spaces will be limited and if you wish to take advantage of this opportunity please reply to:

email: marketing.online@hmrc.gsi.gov.uk or
Fax: 01274 534792 (Please mark your request Hull BAOD in the subject heading)

We will contact you to confirm your request and detail the information you need to bring with you.

We can also show you

- How to get started with VAT Online and other online services
- Which features of the VAT Online service will help you get it right
- A demonstration of some of our online services
- What is available now, including information about paying electronically
- What is planned for the future

And we can also let you know where to get further help and support if you need it.