

Self Assessment

Types of Clients

The Self Assessment system captures all those people that are not directly taxed through the PAYE system. It can also be sent to those that are part of a PAYE system for a number of reasons outlined below.

The following is a list of the types of clients that might contact an agent for help in filing an SA100. This list is not exhaustive and there are other clients that will contact an Accountant for help with completing an SA100.

- Self Employed
 - This is the most obvious group of people that are assessed for tax via the SA100.
- Partners.
 - This group is also considered to be self employed and are taxed as above, but there is also a partnerships return to complete. The SA100 will have a partnership supplement.
- 40% TaxPayers.
 - Even if a person is paying tax through the PAYE system, they maybe earning additional income via interest bearing accounts/dividends/pensions etc, and may be paying extra pension contributions/gift aid/professional subscriptions. In some cases the Inland Revenue are now saying that where the tax collected is small, the tax payer needs to complete a P810 (T) which is sent if the tax payer requests it.
- Those that are employed and self employed simultaneously.
 - Clients can have a “day job” and be taxed via PAYE, and also have a form of income via self employment. In these cases they must be registered for self assessment, and will receive a SA100 with an employment supplement.
- Clients of a Pensionable age.
 - Many self assessment clients have reached retirement age, but may continue to work either full or part time. In addition there maybe interest bearing accounts and dividends. Some clients will be in a position where they will be paying tax on their pensions. Often this group of clients may have the most complicated self assessment returns.
- Directors
 - Directors are required to complete a self assessment.
- Clients with Trust fund income.

- Clients with Capital Gains.
 - Capital Gains can occur when an asset is sold, and a “profit” is made on its sale (even after the length of time the asset has been held has been accounted for). The main causes of a Capital Gain are: -
 - Sale of shares.
 - Sale of a second properties.
 - Sale of currency.
 - Sale of a chattel.
 - For more details about chattels see <http://www.hmrc.gov.uk/worksheets/sa108-notes.pdf>