

- Retained
- Available
- Available
- Available

PAY SUMMARY

YOUR COMPANY NAME LIMITED

Name Surname

Pay Summary for Payment Processed: 1 Jan 2014

As the director of your own company you are solely responsible for your company's finances. You are also in full and sole control of your company bank account. Following this tax computation is your choice, however if you decide to ignore it and operate outside your salary and dividend policy or withdraw funds that should be retained in your business account to cover business liabilities, you may leave your company exposed to unfavourable tax consequences. Your company may also incur additional accounting fees for the consequential additional reconciliation when preparing your company's annual accounts.

Description	Profit and Loss	(1) Funds to Retain in Business Bank Account	(2) Salary & Reimbursed Expenses to transfer	(3) Dividends available to transfer
Total Sales (including VAT)	1,000.00			
VAT	0.00	0.00		
Net Sales (excluding VAT)	1,000.00			
Less Expenses:				
Cash Out Expenses	0.00			
Professional Fees	42.38	42.38		
Gross Salaries	109.00			
PAYE	0.00	0.00		
Employee NICS	0.00	0.00		
Net Salary	109.00		109.00	
Employer NICS	0.00	0.00		
Reimbursable Expenses	100.00		100.00	
Net Profit before Corporation Tax	748.62			
Corporation Tax	149.72	149.72		
Net Profit after Corporation Tax	598.90			
Available for Distribution to Shareholder(s)	598.90			598.90
Retained Profit	0.00			
		192.10		

Guidance Notes:

- (1) Funds to retain in your business bank account: These amounts represent your company liabilities and should be retained in your business bank account. Your account manager will endeavour to advise you well in advance when and how to pay these liabilities, however it remains your responsibility to pay them when they fall due. This includes the accounting and payroll fees which are fixed and payable on a monthly basis. Failure to pay fees on time may result in the suspension of your services.
- (2) Salary and Reimbursable Expenses to transfer: Net Salary may be transferred from the business bank account to your personal bank account as a separate payment. Should you wish to adjust your salary please email your instructions to your account manager. Reimbursable Expenses may be transferred from the business bank account to your personal bank account as a separate payment.
- (3) Available Dividends to transfer: Interim dividends may be transferred from the business bank account to your personal bank account in line with your interim dividend declaration as a separate payment. Should you wish to amend your dividend policy please email your instructions to your account manager.