

# **Russell & Co.**

*Chartered Accountants*

Station House  
Station Approach  
East Horsley  
Surrey KT24 6QX  
Tel: 0800 9882676  
01483 285304  
Fax: 01483 281297  
E-mail: [admin@russellco.co.uk](mailto:admin@russellco.co.uk)  
Web: [www.russellco.co.uk](http://www.russellco.co.uk)

Our Ref: AR/ME/LiseP

18 August 2011

Mr P Lisewski  
2<sup>nd</sup> Floor  
40D Gledstanes Road  
Barons Court  
London W14 9HU

Dear Paul

## **TAX RETURN 2011**

I now have pleasure in enclosing your personal tax return for the year ended 5 April 2011. Please could you look through this return and let me know if you have any queries, or whether you feel there is any additional information that needs to be disclosed.

This return contains details of your salary and dividends received from Cloudsoft during the year. Based on this information I have calculated that there is a tax liability of £5,529.02. This liability is payable on 31 January 2012. The reason why the liability arises is due to the fact that there is higher rate tax due on a proportion of your dividend income.

As your liability is over £1,000 HMRC will now ask you to make payments on account. I have calculated that each of these payments on account amount to £2,764.51 and are payable on 31 January 2012 and 31 July 2012. This does unfortunately mean that there is a rather large balance due on 31 January 2012.

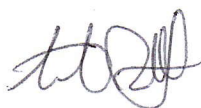
There is sometimes the opportunity to reduce the payments on account if we feel that the liability will reduce in the following year. I note however, that you did pay a £20,000 dividend in April of this year and therefore if you make a second dividend payment of a similar amount later this year, your liability is likely to be very similar and in such circumstances payments on account should not be reduced.

I do note that you are not currently contributing into a personal pension scheme. Pension contributions can be very tax efficient as if paid direct from the company can reduce your Corporation Tax as well as receiving direct relief from the pension provider.

If you wish to discuss your current pension arrangements or the possibility of opening a new Plan, then please let me know and I will arrange for one of our advisors to contact you separately.

Provided you are happy with your personal tax return, please could you sign the Declaration where indicated and return it to me. It will be filed electronically and I will let you have a separate note of confirmation once the Inland Revenue acknowledges safe receipt.

Yours sincerely



Andy Russell