

## **1. Services not included in product purchased by you from us online**

1. Our products do not include any of the following in respect of any of the packages we offer for sale online.
2. Accountancy advisory services, tax advice, auditing of your books or other services not expressly mentioned. Please note that the maintenance of the statutory books of the self employed individual under the self employed packages does not include any of these services. You will need to arrange these separately.
3. Any advice on the suitability or adequacy of any service you may purchase from us for your intended purposes.

## **2. Price of goods & Services**

1. The price for any goods or services that you purchase from us is as set out under the option you select and unless otherwise stated, all prices exclude VAT at the prevailing rate.
2. The total purchase price, including VAT, if any, will be displayed in your shopping cart prior to confirming the order.
3. We reserve the right periodically to update the prices on the Website and to add to, amend, or withdraw the products and services that we offer, without prior notice. Every effort is made to ensure that the prices are correct, but in the event of serious error, any transaction shall be voidable by us and you would then be entitled to a full refund.
4. We shall not be liable to anyone for withdrawing or amending any of the products we sell, or for refusing or failing to process an order.
5. Service and purchase is final and cannot be refunded.
6. Our standard Self Assessment Tax return fee is £180 (Plus VAT). For a CIS Tax return our fee is 15% of your tax rebate (Minimum fee £180. Max Fee £240) (Plus VAT). PAYE Tax returns, our fee is 25% of your tax rebate (Plus VAT).
7. If for any reason Rebate My Tax are bypassed or de-authorized as being your agent, once work has been carried out, we hold the right to enforce our deed of assignments that you sign by accepting our t&c's and sign

ing our app. If this also forces Rebate My Tax to spend more time and resources on collecting our fee, then a admin fee of £70.00 per hour is required to also be recovered in our fee.

8. All Tax Refunds due from HMRC are to be paid to Rebate My Tax Ltd directly from HMRC. Once Tax Refund is received by HMRC, Rebate My Tax only when full Refund is received are to then issue Tax Refund due to client (minus fees) to clients nominated bank account via BACS bank transfer. It is the clients responsibility to ensure correct bank details are provided to Rebate My Tax.
9. By accepting our terms and conditions you agree to pay any invoice issued to you within 7 days. After which interest may be due.
10. When submitting a tax return and our fee is agreed to be taken at the point of time that a refund is due by HMRC, if it is later found that HMRC do not pay the refund to Rebate My Tax Limited due to any previous tax liabilities or debt with HMRC for any other tax years, Rebate My Tax Limited will invoice you for the work carried out. This invoice is to then be paid within 7 days. Failure to make payment will result in the submission of a online money order, County Court Judgement (CCJ). Please also see point 7 above for additional costs this may then bring.
11. When submitting a tax return and our fee is agreed to be paid when a tax refund is due, it is the tax payers responsibility to inform us of any reason they may know that may effect our payment being collected. This includes any CCJ's, IVA's or any other debt collection actions or authorities that may be put into force which may stop our fee being collected from a repayment being issued. If this does occur, See point 7 and 10 above which will both be enforced.
12. When completing the tax refund process, you are requested to complete your income and expenses part of the process as accurately as possible. This ensures the quote we give is as accurate as possible. Please ensure that you have all the proofs required for any claim. Bank statements are not always sufficient proof. HMRC may require to see receipts for expenses. HMRC may also require to see actual CIS slips, P45/P60s for proof of income to ensure you have paid the correct amount of tax. Bank statements will only show the gross payments so are not proof that CIS or any form of tax has been deducted. So please ensure you keep all records safe. The bookkeeping feature on our app, which is free for any user to use, can help you store proof of income and expenses electronically, securely and safely.
13. Other set fees for Services:

Company Incorporation	£250 + VAT
Company Incorporation with VAT	£300 + VAT
Company Confirmation Statements (Includes £34.00 Companies House Surcharge)	£75.00 + £34.00 + VAT = £130.80
Change of Company Name	£100.00
Change of Company Year-End	£40.00 + VAT
Change of Registered Address	£40.00 + VAT
Director Appointment	£40.00 + VAT

Director Termination	£40.00 + VAT
PSC Notification	£40.00 + VAT
PSC Termination	£40.00 + VAT
Secretary Appointment	£40.00 + VAT
Secretary Termination	£40.00 + VAT
Share Allotment	£40.00 + VAT
Dormant Accounts (For companies that are inactive & have no business activity)	£75.00 + VAT
Non-VAT registered Limited Accounts (Or with an annual turnover of under £85k, Including non-trading companies)	£332.50 + VAT
VAT Registered Limited Accounts (Or with annual turnover between £85k - £200k)	£410 + VAT
VAT Return (Per Quarter)	£125 + VAT
Payroll for PAYE Employees (For up to 2 employees) Per Month	£35 Inc. VAT
Payroll for each additional employee. Per Month	£5.00 Inc. VAT
References or letters for references. (Including Online references)	£25.00 + VAT
Compliance Checks & Other ad-hoc activities (per hour)	£75.00 + VAT
Register for VAT Services	£90.00
Appeal Fines (Per year)	£100.00

### 3. Refund Policy

1. Service and purchase is final and cannot be refunded.
2. If a refund is required by the customer, all credit card fees and charges will not be refundable and a minimum 25.00GBP administration fee will be charged on top of any Credit card charges.

### 4. Copyright notice

1. Copyright (c) 2013-2026 Rebate My Tax Limited.
2. Subject to the express provisions of this notice:
3. we, together with our licensors, own and control all the copyright and other intellectual property rights in our website and the material on our website; and
4. all the copyright and other intellectual property rights in our website and the material on our website are reserved.

## 5. Copyright licence

1. You may:
  1. View pages from our website in a web browser;
  2. download pages from our website for caching in a web browser;
  3. print pages from our website;
  4. use [our website services] by means of a web browser, subject to the other provisions of this notice.
2. Except as expressly permitted by the other provisions of this notice, you must not download any material from our website or save any such material to your computer.
3. You may only use our website for your own personal use, and you must not use our website for any other purpose.
4. Except as expressly permitted by this notice, you must not modify any material on our website.
5. Unless you own or control the relevant rights in the material, you must not:
  1. republish material from our website (including republication on another website);
  2. sell, rent or sub-license material from our website;
  3. show any material from our website in public;
  4. exploit material from our website for a commercial purpose; or
  5. redistribute material from our website, save to the extent expressly permitted by this notice.

## 6. Acceptable use

1. You must not:
  1. use our website in any way or take any action that causes, or may cause, damage to the website or impairment of the performance, availability or accessibility of the website;

2. use our website in any way that is unlawful, illegal, fraudulent or harmful, or in connection with any unlawful, illegal, fraudulent or harmful purpose or activity;
3. use our website to copy, store, host, transmit, send, use, publish or distribute any material that consists of (or is linked to) any spyware, computer virus, Trojan horse, worm, keystroke logger, rootkit or other malicious computer software; or
4. conduct any systematic or automated data collection activities (including without limitation scraping, data mining, data extraction and data harvesting) on or in relation to our website without our express written consent

## **7. Report abuse**

1. If you learn of any unlawful material or activity on our website, or any material or activity that breaches this notice, please let us know.
2. You can let us know about any such material or activity [by email or our online contact form].

## **8. Enforcement of copyright**

1. We take the protection of our copyright very seriously.
2. If we discover that you have used our copyright materials in contravention of the licence set out in this notice, we may bring legal proceedings against you, seeking monetary damages and/or an injunction to stop you using those materials. You could also be ordered to pay legal costs.

## 9. Permissions

1. You may request permission to use the copyright materials on our website by writing to us by email or post, using the contact details published on the website.

## 10. UTR Number

1. When applying for a UTR number through us, we assume the following:
  2. You are a UK resident
  3. You are not a share fisherman
  4. You are not a land or property business
  5. You are not a Lloyds Underwriter
  6. You are not a Director
  7. You are not a Minister of Religion
  8. You are not an examiner, or invigilator & do not set examination/test questions under a 'Contract of service'
  9. Your business is not in Investment
10. You DO intend to work in the Construction Industry under the Construction Industry Scheme
11. You have not previously registered for a Unique Taxpayer Reference (UTR)
12. You work for more than one person or firm
13. By you submitting your application, you are agreeing to these terms & conditions and to these assumptions made.
14. Please note: we are not HMRC or the issuing body for UTR numbers and we provide an independent service to our customers. If you would like further information either contact us or go to the official site for HMRC. Once your application has been placed, you will receive an email from Rebate My Tax Ltd, with more UTR info and timelines. HMRC usually issue the UTR via the post within 4 weeks (max) of submission.

## 11. Rebate My Tax App

1. Rebate My Tax Limited holds all rights to the use of the app and may disable the use of your app account with no notice
2. Rebate My Tax Limited App is owned and maintained by Rebate My Tax Limited
3. By signing up to our app and accepting the terms and conditions in the app setup process, you are agreeing to be contacted by the Rebate My Tax Team. Should you wish to stop any communications, please inform Rebate My Tax in writing via email to: [info@rebate.mytax.co.uk](mailto:info@rebate.mytax.co.uk)
4. As a user of the Rebate My Tax App, you are in your right to voluntarily request your account to be deleted and all data be removed from our servers, Under GDPR regulations and compliance. However, if you are due to pay Rebate My Tax Limited any fees, we may still need to keep your account active until any such outstanding invoices are paid in full.
5. When signing up to the Rebate My Tax App, and if providing all required information such as Name, Address, NI Number and UTR number, we will process an electronic 64-8 form with HMRC. This will result in a letter being sent from HMRC to your address requesting that Rebate My Tax act on your behalf as your tax agent. This is not us entering into any agreement until you sign our terms and conditions on our app. So if you do not want to proceed with our services, we will not require any correspondence from you or HMRC and you can simply ignore this request. However if you do still want to proceed in using our tax accountancy services, we will require the authorisation code issued to you on this HMRC letter to complete the 64-8 Agent access request process.

## 12. Banking Data

1. Rebate My Tax Ltd is acting as an agent of Finexer LTD, who is authorised by the Financial Conduct Authority under the Payment Services Regulations 2017, firm reference number 925695, as an Authorised Payment Institution to provide account information services and payment initiation services.