



WATCH TOWER

BIBLE AND TRACT SOCIETY OF BRITAIN

THE RIDGEWAY LONDON NW7 1RN

TELEPHONE 020 8906 2211

TAA:TAC November 16, 2015

TO ALL CONGREGATIONS IN BRITAIN AND NORTHERN IRELAND

Re: Useful VAT and Tax Concessions

Dear Brothers:

We provide in this letter a summary of information previously announced, with some additional comments, regarding tax concessions that are available to congregations, and how you can take advantage of these.

1. VAT on the rental of premises for a meeting (for example, hiring a hall for the Memorial): Please state in writing that the room will be used for a non-business charitable purpose; a religious meeting. If the venue seeks to charge VAT on the rent, direct them to section 3.5 of VAT Notice 742A, "Opting to tax land and buildings." The relevant legislation is paragraph 7 of Schedule 10 VAT Act 1994.
2. VAT on the overprinting of Memorial or regional convention invitations, showing local details: If you employ a local printer, VAT should not be charged; it is zero-rated. If the suppliers do not agree, refer them to VAT Notice 701/10, section 1.2, item 1.
3. VAT on fuel: Advise your supplier that the Kingdom Hall is used entirely for charity non-business purposes; it is a place of worship. They should charge you only 5 per cent VAT. This is explained in VAT Notice 701/19, paragraph 3.3. The same reduced rate of VAT applies to related services, such as work on providing an enhanced or replacement supply.
4. Property rates: All Kingdom Halls, as places of worship, are exempt from the general rates.
5. Waste collection: The local authority should collect waste free of charge, as the Kingdom Hall is a place of worship.
6. Water supply, sewerage service and installation costs: VAT should not be charged. Advise your supplier that the use is NON-business and charitable, hence zero-rated as required in VAT Notice 701/16. Sewerage is zero-rated in any event. If you have paid VAT, request a refund. (In Scotland, Kingdom Halls are exempt from water rates.)

We trust this will be of some help in reducing your local operating costs. If you encounter resistance from suppliers who do not fully understand these provisions, please feel free to write to the Accounting Department and we will assist you.

Please be assured of our warm Christian love and best wishes.

Your brothers,

Watch Tower B. & J. Society
OF BRITAIN

PS to the secretary: This letter should be retained in the congregation file with other letters relating to accounts. It replaces the previous letter with the same date, which should be removed from the congregation file.