

Subcontractors

The **VI SUBCONTRACTORS/CIS** module handles the processing of subcontractors' applications, payment certificates and payments and covers the requirements of the CIS legislation from the registration of subcontractor certification details to the production of year-end CIS36 forms. The module is fully integrated with all Sage Enterprise products and has the same "look and feel" of the standard products.

Integration with SES products

The Subcontractors module has been developed as a 'complementary' module for the Sage Enterprise products and is written using the same technology as the standard product.

- ▲ fully integrated with all Sage Enterprise products – Line 200, Sage Enterprise and CS/3
- ▲ available on all platforms supported by Sage Enterprise
- ▲ posts to General Ledger and either Job Costing or Project Accounting using standard posting routines
- ▲ user interface is consistent with the standard product

Key Features

- ▲ records CIS tax certificate and registration card details on Subcontractor accounts
- ▲ validates CIS certification details and calculates retention, discount and CITB levy amounts when processing subcontractor applications for payment
- ▲ analyses costs on subcontractor applications between elements such as labour and materials
- ▲ generates printed payment certificates and self-billing invoices
- ▲ generates monthly CIS23 and CIS tax vouchers
- ▲ matches CIS24 vouchers against payments to CIS6 certificate holders
- ▲ reports on outstanding CIS24 vouchers
- ▲ generates end-of-year CIS36 returns
- ▲ provides comprehensive enquiries by subcontractor account and certificate number

Subcontractors - Demonstration Company

File Edit View Actions Tools Window Help

Subcontractor Details

Subcontractor Code: BEST

Name: BEST BUILDERS LIMITED
Address: Unit 1 Tameside Ind Est
Ashton-under-Lyne
Lancs
Post Code: OL16 1AA
Contact: John Smith
Tel No:
Fax No: 0161 343 4321
Other: Mobile 07970 12345678

CIS type: S
Analysis A: BUILDER

Payment
Alpha: BEST
Payee Name: BEST B
VAT Reg'd: Bank Name: NAT WJ
VAT Reg No: 4136514231 Account No: ASHTO
VAT Type: JV Roll Number: 00-11-Z
234527

Subcontractor Contract Details

Subcontractor Code: BEST

Subcontractor Type: LM Retention %age/Value: P 5.00
Self-Billing Invoices: Retention Limit: 5000.00
Print Payment Certificate: Retention Release Date:
Payment Certificate Type: S Discount %age/Value: P 2.00
Print Timesheet Details: CITB Levy %age:
Pay Immediately: Payment Gross or Increase:
Analysis Codes In Use: Default Timesheet Rate:
Default Analysis Code: Labour LABOUR Material MATERIAL

CIS 6 DETAILS

CIS Certificate No: 1234567891 001
NI Number: AB1234568
Start / Expiry Date: 01/2001 12/2002
Authorised User: John Smith
Acting for Name: John Smith
Trading Name: Best Builders
CIS24 by Pay/Month: M List Outstanding CIS24s:

Subcontractors

The CIS Process Applications for Payment

Analysis

Analysis codes allow costs to be analysed between elements such as labour and materials. These analysis codes are also used to determine :

- ▲ whether the cost is liable to tax, CITB levy and VAT
- ▲ the default expense code for postings to Job Costing or Project Accounting
- ▲ the default posting code for posting of WIP increase to the General Ledger

Payment Certificates
Batch Number: CC 0005
Contract Amount: 5700
Batch Amount: 5700.00
Default Val Date: 30/04/02
Number Of Items:
Subcontractor: BEST BUILDERS LIMITED
Contract: 0001
Item: 000006

Analysis Codes
Subcontractor: BEST BUILDERS LIMITED
Contract: 0001
Reference: MTH 1 WK 3
Analysis Code: 000001
Description: MATERIAL

Contra Entries
Contra Amt: 700.00
VAT: 0.00
G/L Code: 1-01-10-01-001

Valuation Form - CIS4
S/C / Contract: BEST / 0001
Reference: MTH 1 WK 3
Retention: 0.00
Discount: 0.00
Amount Due: 0.00

	Claimed	Non-Tax	Certified	Non-Tax
Previous:	0.00	0.00	0.00	0.00
Invoice:	4900.00	1900.00	4200.00	1900.00
Gross:	4900.00	1900.00	4200.00	1900.00

Contras

Materials supplied to the Subcontractor can be analysed between different G/L and VAT codes.

Certificate Values

Where analysis codes are not being used costs for CIS4 subcontractors can be split between taxable and non-taxable elements.

Values can be entered on a Gross or Increase value basis, depending on how the subcontractor account has been set up.

Retention, discount and CITB levy amounts are automatically calculated based on parameters set up for the subcontractor or contract.

Self-Billing Invoices

A self-billing invoice can be generated, showing the values calculated when processing the Subcontractor's Application for payment plus the Subcontractor's VAT details.

SELF BILLING INVOICE
CIS 4 No: 1234567890001
Account: BEST BUILDERS LIMITED
Contract: 0001
Description: St. Marys Extension
Valuation Date: 30/04/02
Reference: MTH 1 WK 3
Payment Due Date: 30/04/02
Payment Certificate No: A000002

Outstanding CIS24s

A list of outstanding CIS24 vouchers can be produced for CIS6 certificate holders.

OUTSTANDING DOCUMENTS 26/03/02
Please submit your outstanding CIS24 vouchers by 31/03

Pay date	Contract	Item	Gross	Outstanding
13/03/02	0001	P000002	384.00	384.00
22/03/02	0001	P000007	653.84	653.84
25/03/02	0003	P000014	822.00	822.00
25/03/02	0003	P000021	863.70	863.70
31/03/02	0001	P000026	31.68	31.68
Total tax month ending 05.04.02			2755.22	

Payment Certificates

Alternatively, payment certificates can be printed, again showing all calculated values. Where a VAT invoice has not been received from the subcontractor an authenticated receipt can be printed on the certificate.

PAYMENT CERTIFICATE
BEST BUILDERS LIMITED
Unit 1 Tameside Ind Est
Leicestershire
OL6 1AA
Account: BEST
Contract: 0001
Description: St. Mary's Extension
Valuation Date: 30/04/02
Reference: MTH 1 WK 3
Payment Due Date: 14/05/02
Payment Certificate: A000002

Payments

Payments to Subcontractors can be made by automatic cheque, BACS or Giro transfer.

Recommendations for payment can be made by using the Payment List routines which select outstanding certificates that are ready for payment and allow recommendations to be modified, accepted and turned into actual payments.

CIS23 and CIS25 Vouchers

Tax details are calculated and retained to allow vouchers to be printed for CIS4 and CIS5 certificate holders.

Match CIS24 Vouchers
Batch Number: 0001
Certificate No: 000001
Subcontractor: BEST BUILDERS LIMITED
Invoice Number: 0001
Tax Month End: 30/04/02
Sales Payment: 5700.00
Planner Method: MONTHLY
V Number: 000001

CIS24 Vouchers

Vouchers received from CIS6 certificate holders can be matched against payments, either on a monthly or payment basis.

More Information

For more information on this and VI Software's other complementary modules for Sage Enterprise please contact your reseller.

