



**HM Revenue
& Customs**

Ref 13/6/16gk

**HM Revenue & Customs
Corporate Treasury
MCU
DMB 601
Victoria Street
Shipley
BX5 5AB**

Mr G Keedy
West Rainton & Leamside Parish Council
34 Ambleside Avenue
South Shields
NE34 0DY

Phone 03000 558554/544083

Fax

www.hmrc.gov.uk

Date 7 June 2016
Our ref UB003497
Your ref

Dear Sir or Madam,

Thank you for your enquiry regarding VAT recovery. To make a claim you will need to fill in the online VAT126 form by following the steps below:

- Go online to www.gov.uk, type in 'VAT126' into the search engine.
- Click on the 'VAT: claim for refund by local authorities and similar bodies (VAT126)' link.
- Finally, click on the VAT126 'Claim for refund by local authorities and similar bodies (VAT126)' Document link which will take you to the online form.

I can confirm that claims were received for 2009/10 £459.52, but not for 2010/11. The last claim was 2011/12 for £821.44 as was paid on or around 18 December 2012.

Should you need any further assistance please either telephone or write to the above address. I am sorry for the delay in this reply.

Yours sincerely,

Miss H Whitaker
Corporate Treasury Officer

Information is available in large print, audio and Braille formats.
Text Relay service prefix number – 18001



Registering For VAT126 Letter