

VAT codes for Income

Contents (click to update)

Accommodation - income from charges for sleeping accommodation	11
To non-student or where not closely related to a supply of education. See VAT A-Z Guide for guidance.....	11
To student or where closely related to a supply of education. See VAT A-Z Guide for guidance.....	11
Administration charges income	11
To UK customer or customer outside the UK with no business activities	11
To business customer outside the UK	11
Admission charges income	12
To galleries, sports events, fashion shows	12
To charity fund raising events.....	12
Animal feedstuffs sales	12
Apprenticeship levy income	12
Assessment of student - income from charges	12
Award ceremonies, visitor income	12
Award programmes and publications sales	13
Bank interest received	13

Income A to Z - VAT codes – Finance-Specialist Accounting-Tax

Bar income.....	13
Bench Fees income	13
Books, including e-books, sales.....	13
Bursary income.....	13
Business rates - income from recharges of business rates to tenants.....	14
Campus cards.....	14
Income from charges for replacements cards for students.....	14
Income from charges for replacements cards for non-students.....	14
Cancellation charges for Room Hire/Accommodation	14
Capital grants income	14
Car parking charges and permits.....	15
Students	15
Other Users	15
Pay and display	15
Catering income.....	15
Services supplied to students.....	15
Services supplied to staff and other non-students.....	15
Too Good To Go (sale of surplus food and drinks products)	15
Charity fund raising events income.....	16
Cleaning services income - not an obligation under a lease.....	16

Income A to Z - VAT codes – Finance-Specialist Accounting-Tax

Coin rental laundry equipment profit share	16
Computing Equipment (including printer ribbons, disks, CD Roms) sales	16
Conference fee charged to delegate.....	16
Conference facilities income	17
Consultancy income	17
Supplied to UK client	17
Supplied to business outside the UK.....	17
Supplied to an organisation outside the UK with no business activities.....	17
Supplied to an individual outside the UK	17
Compensation for damage (Room etc) income	17
Compensation income - CEDAR Farm	18
Delivery Charges income.....	18
Distance learning materials income	19
UK sales, sales to private individuals outside the UK, and sales to organisations outside the UK with no business activities	19
Sold as a package with tuition services.....	19
Sold with no tuition, in which case packages should be apportioned as follows	19
Sales to organisations with business activities outside the UK.....	19
Sold as a package with tuition services.....	19
Sold with no tuition (all cases).....	19
Dividend income	20

Income A to Z - VAT codes – Finance-Specialist Accounting-Tax

Donations income	20
Education and Closely Related Supplies – income.....	20
Educational materials.....	20
Sales to students supervised by academic staff in “class” or within the schools, e.g., paper, art materials and computer disks essential to a course.....	20
Sales to students for use outside the classroom environment, and sales to non-students.....	20
Electricity- income from recharges of electricity supply costs	21
Obligation under a lease to supply electricity	21
Not an obligation under a lease to supply electricity.....	21
Equipment.....	21
Sale or hire to UK customer	21
Sale or hire to customer outside the UK.....	21
Sale to qualifying organisations for Medical or Veterinary Research, Training, Diagnosis or Treatment to UK customer	21
Examination fees income.....	22
Examination services - income from supply of tests	22
Field Trip Contributions income	22
Futurelearn income.....	22
Gas - income from recharges of gas supply costs.....	22
Obligation under a lease to supply gas.....	22
Not an obligation under the lease to supply gas.....	22

Income A to Z - VAT codes – Finance-Specialist Accounting-Tax

Graduation ceremony income.....	23
Gown hire income.....	23
Photographers' commissions income	23
Grant income	23
OFS grants	23
Other grants.....	23
Grazing rights - income from supply of right to graze land - CEDAR Farm supply	23
Hire income.....	24
Supply of conference facilities to another eligible body for the purpose of running an exempt course for its students who pay fees.....	24
Supply of space for stand in an exhibition or fair	24
Images – supply of photographs etc.	25
Sale of photograph etc. to UK customer	25
Sale of photograph etc. to customer outside the UK	25
Sale of licence - grant of a right to use an image that the University owns the copyright for	25
To UK customer or to organisation outside the UK with no business activities or to individual outside the UK.....	25
To business outside the UK	25
Industry sponsored studentships income.....	25
Insurance - income from recharge to tenant of insurance costs	26
Insurance claim income	26
Interest received	26

Income A to Z - VAT codes – Finance-Specialist Accounting-Tax

Inter-library loans income.....	26
Books	26
Other learning media loans to other eligible bodies.....	26
Other learning media loans to non-eligible bodies.....	26
Knowledge Transfer Income (KTP).....	27
To UK company.....	27
Innovate UK - grant income.....	27
Laundry income	27
Legacy income - income from legacies (wills etc.).....	27
Library income	28
Fines.....	28
Loans and sales of audio, visual tapes, and microfilms.....	28
Loans and sales of books.....	28
Live animals - income from sale of live animals of a kind generally used for human consumption - CEDAR Farm supply	28
Loans received	28
Maintenance services - income from maintenance services supplied to customer.....	29
Milk sales - CEDAR Farm supply.....	29
National Lottery Grants received	29
Photocopying income.....	29
Students (for Education related work)	29

Income A to Z - VAT codes – Finance-Specialist Accounting-Tax

Other	29
Postal services income	30
Disbursements on behalf of customers	30
Income that is not a disbursement.....	30
Prizes - income received for distribution as prizes - donations paid for prizes to be awarded to students	30
Printing.....	31
Stationery	31
Reading matter e.g., student dissertations, reports, newsletters	31
Design (without printing).....	31
Property rental income.....	31
Publications - income from sales of publications e.g., books, journals	31
Rebate received from supplier	31
Refund from supplier for overpayment.....	32
Reimbursement received from student or employee for expenditure.....	32
Repayments of salary overpayments received from employees	32
Research, including Research Training support grants	33
Freely given with no benefit provided to funder	33
Benefit supplied to funder or commercial or other body	33
To UK customer	33
To business outside the UK	33

Income A to Z - VAT codes – Finance-Specialist Accounting-Tax

To organisation outside the UK with no business activities	33
To individual outside the UK.....	33
Residences income – supplies to UoR Students	33
Room Hire income	34
Supply of space only, with no facilities provided.....	34
Supply of space and facilities, e.g., audio-visual equipment.....	34
Supply of room for a catering function, e.g., a wedding party	34
Royalty income	34
From UK licensees	34
From overseas licensees.....	34
Rural Payments Agency income - CEDAR Farm - grant income	34
Scientific services income.....	35
To UK customer or to organisation outside the UK with no business activities or to individual outside the UK.....	35
To business outside the UK.....	35
Security services income	35
Shares – sale of shares in a company.....	35
Sponsorship income	35
Sports Facilities Lettings	36
To corporate body for its own benefit	36
Single lets for continuous periods over 24 hours	36

Income A to Z - VAT codes – Finance-Specialist Accounting-Tax

Series of 10+ sessions, same sport/place and to club/school. See VAT A to Z Guide for details.....	36
Lettings to individuals, including informal groups, and associations where the true beneficiaries are individuals taking part in sport.....	36
Sports Park - income from services linked to sports and recreation (including membership)	36
Sports equipment and clothing	37
Student's work	37
To the originating student.....	37
To any third party.....	37
Student contributions to social trips, e.g., museum visits and or other entrance fees and associated costs	37
Substance - income from sales of substances.....	38
To UK customer.....	38
Not classified as food item e.g., through NCBE	38
Classified as food item e.g., through NCBE	38
Used for testing or mixing with other substance for medical or veterinary research to UK charity	38
To customer outside the UK	38
Supply of staff (Secondments) – income - see VAT A-Z Guide for full guidance.	39
To UK customer or customer outside the UK with no business activities.	39
To business customer outside the UK.	39
Academic secondments under a contract to provide tuition services.	39
Telephone - income from charges for use of telephone facilities	39
Tuition fee income	40

Income A to Z - VAT codes – Finance-Specialist Accounting-Tax

For UK education.....	40
For non-UK taught education.....	40
Vehicle sale	40
Vending machine income.....	40
Waste recharges income	40
Water and sewerage - income from charge to tenant	40

Accommodation - income from charges for sleeping accommodation

To non-student or where not closely related to a supply of education. See VAT A-Z Guide for guidance.

Classification for VAT: Standard Rate Tax code ST

To student or where closely related to a supply of education. See VAT A-Z Guide for guidance.

Classification for VAT: Exempt Tax code SX

Administration charges income

To UK customer or customer outside the UK with no business activities

Classification for VAT: Standard Rate Tax code ST

To business customer outside the UK

Classification for VAT: Zero Rate Tax code SZ

Admission charges income

To galleries, sports events, fashion shows

Classification for VAT: Standard Rate Tax code ST

To charity fund raising events

Classification for VAT: Exempt Tax code SX

Animal feedstuffs sales

CEDAR Farm supply Zero Rate Tax code SZ

Apprenticeship levy income

Exempt Tax code SX

Assessment of student - income from charges

Classified as an examination service Exempt Tax code SX

Award ceremonies, visitor income

Standard Rate Tax code ST

Award programmes and publications sales

Zero Rate Tax code SZ

Bank interest received

Exempt Tax code SX

Bar income

Standard Rate Tax code ST

Bench Fees income

See VAT A-Z Guide for full guidance Exempt (usually) Tax code SX

Books, including e-books, sales

Zero Rate Tax code SZ

Bursary income

Outside the Scope Tax code SO

Business rates - income from recharges of business rates to tenants

Follows liability of rent Exempt or Standard rate, depending on whether property is subject to an option to tax. Tax code SX or ST

Campus cards

Income from charges for replacements cards for students

Exempt Tax code SX

Income from charges for replacements cards for non-students

Standard Rate Tax code ST

Cancellation charges for Room Hire/Accommodation

Outside the Scope Tax code SO

Capital grants income

Outside the Scope Tax code SO

Car parking charges and permits

Students

Exempt Tax code SX

Other Users

Standard Rate Tax code ST

Pay and display

International Parking Services UK Ltd. Standard Rate Tax code ST

Catering income

Services supplied to students

Exempt Tax code SX

Services supplied to staff and other non-students

Standard Rate Tax code ST

Too Good To Go (sale of surplus food and drinks products)

Standard Rate Tax code ST

Charity fund raising events income

Run and promoted as such by university for the benefit of its students

Exempt Tax code SX

Cleaning services income - not an obligation under a lease

Standard Rate Tax code ST

Coin rental laundry equipment profit share

Martindale Court Outside the Scope Tax code SO

Computing Equipment (including printer ribbons, disks, CD Roms) sales

Standard Rate Tax code ST

Conference fee charged to delegate

Fee charged to delegate to University of Reading conference

Exempt Tax code SX

Conference facilities income

Supply of room and additional services (where room only is supplied, see Room hire below)

Standard Rate Tax code ST

Consultancy income

Supplied to UK client

Standard Rate Tax code ST

Supplied to business outside the UK

Zero rate Tax code SZ

Supplied to an organisation outside the UK with no business activities

Standard rate Tax code ST

Supplied to an individual outside the UK

Standard rate Tax code ST

Compensation for damage (Room etc) income

Outside the Scope Tax code SO

Compensation income - CEDAR Farm

Outside the Scope Tax code SO

Delivery Charges income

Where delivery is included under the contract with the customer

Same as Goods Supplied Tax code Same as Goods Supplied

Distance learning materials income

UK sales, sales to private individuals outside the UK, and sales to organisations outside the UK with no business activities

Sold as a package with tuition services

Exempt Tax code SX

Sold with no tuition, in which case packages should be apportioned as follows

CD's, Video equipment, cassettes, stationery

Standard Rate Tax code ST

Printed Matter

Zero Rate Tax code SZ

Sales to organisations with business activities outside the UK

Sold as a package with tuition services

Exempt Tax code SX

Sold with no tuition (all cases)

Zero Rate Tax code SZ

Dividend income

Outside the Scope Tax code SO

Donations income

Given freely and without the expectation of goods or services being provided or made available in return

Outside the Scope Tax code SO

Education and Closely Related Supplies – income

Exempt Tax code SX

Educational materials

Sales to students supervised by academic staff in “class” or within the schools, e.g., paper, art materials and computer disks essential to a course

Exempt Tax code SX

Sales to students for use outside the classroom environment, and sales to non-students

Standard Rate Tax code ST

Electricity- income from recharges of electricity supply costs

Obligation under a lease to supply electricity

Follows liability of rent

Exempt or Standard rate, depending on whether property is subject to an option to tax

Tax code SX or Tax code ST

Not an obligation under a lease to supply electricity

Standard Rate Tax code ST

Equipment

Sale or hire to UK customer

Standard Rate Tax code ST

Sale or hire to customer outside the UK

Zero Rate Tax code SZ

Sale to qualifying organisations for Medical or Veterinary Research, Training, Diagnosis or Treatment to UK customer

Zero Rate if Conditions Met. See VAT A-Z Guide for full guidance Tax code SZ

Examination fees income

Exempt Tax code SX

Examination services - income from supply of tests

Exempt Tax code SX

Field Trip Contributions income

Exempt Tax code SX

Futurelearn income

Self-billing arrangement - Futurelearn should supply an invoice

Normally standard rated - refer to Futurelearn invoice Tax code ST

Gas - income from recharges of gas supply costs

Obligation under a lease to supply gas

Follows liability of rent Exempt or Standard rate, depending on whether property is subject to an option to tax. Tax code SX or ST

Not an obligation under the lease to supply gas

Standard Rate Tax code ST

Graduation ceremony income

Gown hire income

Standard Rate Tax code ST

Photographers' commissions income

Standard Rate Tax code ST

Grant income

OFS grants

Outside the Scope Tax code SO

Other grants

Outside the Scope Tax code SO

Grazing rights - income from supply of right to graze land - CEDAR Farm supply

Zero Rate Tax code SZ

Hire income

Supply of conference facilities to another eligible body for the purpose of running an exempt course for its students who pay fees

Exempt Tax code SX

Supply of space for stand in an exhibition or fair

Standard Rate Tax code ST

Images – supply of photographs etc.

Sale of photograph etc. to UK customer

Standard Rate Tax code ST

Sale of photograph etc. to customer outside the UK

Zero Rate Tax code SZ

Sale of licence - grant of a right to use an image that the University owns the copyright for

To UK customer or to organisation outside the UK with no business activities or to individual outside the UK

Standard Rate Tax code ST

To business outside the UK

Zero Rate Tax code SZ

Industry sponsored studentships income

As for Research below

Standard rate, Zero rate or Outside the Scope Tax code ST, SZ or SO

Insurance - income from recharge to tenant of insurance costs

Follows liability of rent Exempt or Standard rate, depending on whether property is subject to an option to tax. Tax code SX or ST

Insurance claim income

Outside the Scope Tax code SO

Interest received

Exempt Tax code SX

Inter-library loans income

Books

Zero Rate Tax code SZ

Other learning media loans to other eligible bodies

Exempt Tax code SX

Other learning media loans to non-eligible bodies

Standard Rate Tax code ST

Knowledge Transfer Income (KTP)

To UK company

Standard Rate Tax code ST

Innovate UK - grant income

Outside the Scope Tax code SO

Laundry income

Standard Rate Tax code ST

Legacy income - income from legacies (wills etc.)

Outside the Scope Tax code SO

Library income

Fines

Outside the Scope Tax code SO

Loans and sales of audio, visual tapes, and microfilms

Standard Rate Tax code ST

Loans and sales of books

Zero Rate Tax code SZ

Live animals - income from sale of live animals of a kind generally used for human consumption - CEDAR Farm supply

Zero Rate Tax code SZ

Loans received

Bank loans received Tax code 0 Tax code 0

Maintenance services - income from maintenance services supplied to customer

Standard Rate Tax code ST

Milk sales - CEDAR Farm supply

Zero Rate Tax code SZ

National Lottery Grants received

Outside the Scope Tax code SO

Photocopying income

Students (for Education related work)

Exempt Tax code SX

Other

Standard Rate Tax code ST

Postal services income

Disbursements on behalf of customers

Outside the Scope Tax code SO

Income that is not a disbursement

Standard Rate Tax code ST

Prizes - income received for distribution as prizes - donations paid for prizes to be awarded to students

Outside the Scope Tax code SO

Printing

Stationery

Standard Rate Tax code ST

Reading matter e.g., student dissertations, reports, newsletters

Zero Rate Tax code SZ

Design (without printing)

Standard Rate Tax code ST

Property rental income

Exempt or Standard rate, depending on whether property is subject to an option to tax. Tax code SX or ST

Publications - income from sales of publications e.g., books, journals

Zero Rate Tax code SZ

Rebate received from supplier

Standard Rate Tax code ST

Refund from supplier for overpayment

Tax code used for the entry to which the refund relates

Reimbursement received from student or employee for expenditure

Tax code used for the entry to which the reimbursement relates

Repayments of salary overpayments received from employees

Tax code 0 Tax code 0

Research, including Research Training support grants

Freely given with no benefit provided to funder

Outside the scope Tax code SO

Benefit supplied to funder or commercial or other body

To UK customer

Standard Rate Tax code ST

To business outside the UK

Zero Rate Tax code SZ

To organisation outside the UK with no business activities

Standard Rate Tax code ST

To individual outside the UK

Standard Rate Tax code ST

Residences income – supplies to UoR Students

Exempt Tax code SX

Room Hire income

Supply of space only, with no facilities provided

Exempt, unless property is subject to an option to tax. Tax code SX

Supply of space and facilities, e.g., audio-visual equipment

Standard Rate Tax code ST

Supply of room for a catering function, e.g., a wedding party

Standard Rate Tax code ST

Royalty income

From UK licensees

Standard Rate Tax code ST

From overseas licensees

Zero Rate Tax code SZ

Rural Payments Agency income - CEDAR Farm - grant income

Outside the scope Tax code SO

Scientific services income

To UK customer or to organisation outside the UK with no business activities or to individual outside the UK

Standard Rate Tax code ST

To business outside the UK

Zero Rate Tax code SZ

Security services income

Standard Rate Tax code ST

Shares – sale of shares in a company

Exempt Tax code SX

Sponsorship income

Sponsorship which amounts to advertising or promotion services where the sponsor receives overt exposure

Standard Rate Tax code ST

Sports Facilities Lettings

To corporate body for its own benefit

Usually Standard Rate Tax code ST

Single lets for continuous periods over 24 hours

Exempt Tax code SX

Series of 10+ sessions, same sport/place and to club/school. See VAT A to Z Guide for details.

Exempt Tax code SX

Lettings to individuals, including informal groups, and associations where the true beneficiaries are individuals taking part in sport

Exempt Tax code SX

Sports Park - income from services linked to sports and recreation (including membership)

Individual receiving services linked to sports and physical education

Exempt Tax code SX

Sports equipment and clothing

Standard Rate Tax code ST

Student's work

To the originating student

Standard Rate Tax code ST

To any third party

Exempt Tax code SX

Student contributions to social trips, e.g., museum visits and or other entrance fees and associated costs

Standard Rate Tax code ST

Substance - income from sales of substances

To UK customer

Not classified as food item e.g., through NCBE

Standard Rate Tax code ST

Classified as food item e.g., through NCBE

Zero Rate Tax code SZ

Used for testing or mixing with other substance for medical or veterinary research to UK charity

Zero Rate Tax code SZ

To customer outside the UK

Zero Rate Tax code SZ

Supply of staff (Secondments) – income - see VAT A-Z Guide for full guidance.

To UK customer or customer outside the UK with no business activities.

Standard Rate (usually) Tax code ST

To business customer outside the UK.

Zero Rate Tax code SZ

Academic secondments under a contract to provide tuition services.

Exempt Tax code SX

Telephone - income from charges for use of telephone facilities

Standard Rate Tax code ST

Tuition fee income

For UK education

Exempt Tax code SX

For non-UK taught education

Exempt Tax code SX

Vehicle sale

Please contact the VAT team. Tax code

Vending machine income

Standard Rate Tax code ST

Waste recharges income

Standard Rate Tax code ST

Water and sewerage - income from charge to tenant

Obligation under a lease to supply water - follows liability of rent

Exempt or Standard rate, depending on whether property is subject to an option to tax Tax code SX or ST