

# Eureka VAT Rate Changes – 4<sup>th</sup> January 2011

3<sup>rd</sup> December 2010

**The standard rate of VAT will change to 20% from the current rate of 17.5% on 4<sup>th</sup> January 2011. Sales of products which are zero-rated or reduced-rated are not affected.**

## 1. Changing Eureka VAT Rate

The standard VAT rate can be easily changed in Eureka. Full instructions are included at the end of this document. You should change your VAT rate after close of trading and *after* your Z-Read on Monday 3<sup>rd</sup> January 2011. The Gross Margins / Product Performance reports will then report at 17.5% for sales up until (and including) 3<sup>rd</sup> January and at 20% for sales thereafter.

## 2. Changing Scale VAT Rate

If you print VAT receipts from your Scales, or if you use the VAT figures from an X or Z report taken directly from your Scales then you will need to update the VAT rates on the actual Scales in addition to changing it in Eureka. Please contact your Scale Provider for further information.

[\(Instructions for changing Bizerba Scales are available here\)](#)

## 3. Product pricing

It is important to note that retail prices in Eureka are stored inclusive of VAT. Increasing the VAT rate will NOT change the RRP of products in the Eureka database, it will simply increase the proportion of the product price which is attributed to VAT. In order to maintain a consistent margin you will likely wish to increase the price of your standard rated products. Normally this *cannot* be done by a simple percentage increase as to do so would result in some very strange selling prices (e.g. a product selling at £0.99 would be increased to £1.01!).

If you have Eureka Reporter it is possible to get a list of all your standard rated products to review. Please speak to the Support Team if you require further information.

## 4. Processing Purchase Orders / Invoices

If you use the Eureka Purchase Order / Goods-In system you will have to deal with the transitional period after 4<sup>th</sup> January while the Eureka system VAT rate is set to 20% but you are still receiving invoices from suppliers raised at the old rate of 17.5%.

In most circumstances you can simply change the VAT Rate back to 17.5% to process these invoices and then set it back to 20%. You must be careful that no-one does any other work in Eureka while you have set the system temporarily back to 17.5%.

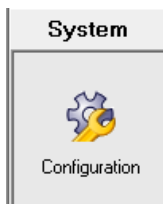
***If you use the Eureka Purchase Order system and have FareEnough or EurekaPOS it is also important to note that due to the “live” transactional operation of these systems you cannot make this change during trading hours.***

## 4. Support Hours

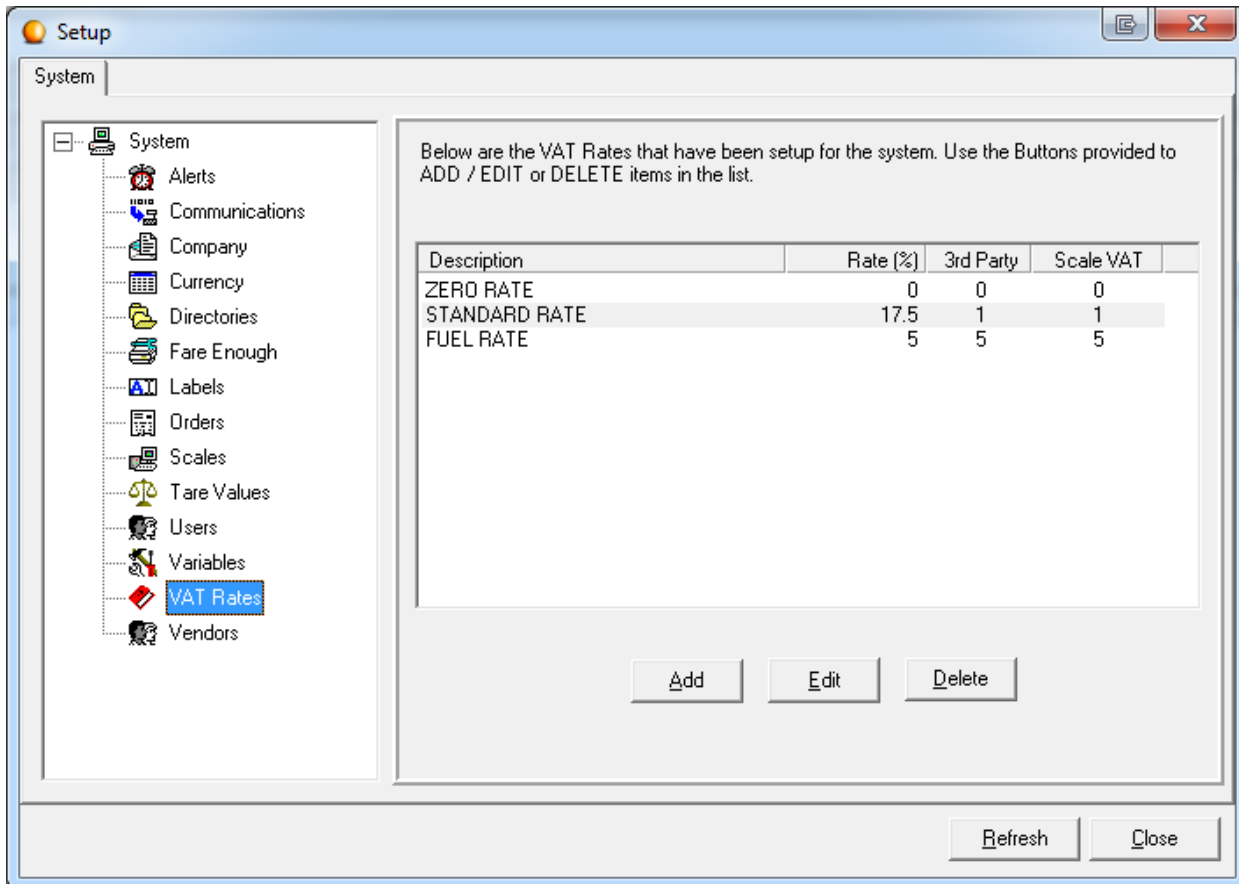
Although it is a Bank Holiday, the LCCS Support Desk will be open on Monday 3<sup>rd</sup> January in order to assist with any changeover issues that may arise.

## Instructions for changing the VAT Rate in Eureka.

1. Click on System-Configuration on the left hand toolbar.



2. Choose VAT Rates on the left hand side. Select Standard Rate and choose Edit.



3. Enter the new rate of 20% and choose Accept

Description:

VAT Rate:

3rd Party Code:

Scale VAT Rate:

*Note: If you have added a new rate on the Scale then you must make sure the Scale VAT Rate number in Eureka matches with the corresponding number on the Scales*

**Please contact LCCS Support on 0845 257 0829 or support@lccs.co.uk if you require assistance**