



The tax authorities are currently **targeting those who work and volunteer in sport** - clubs and coaches.

Our four hour interactive training workshops **will help you to pass a tax inspection** and ensure that you won't end up paying significant sums in back tax, penalties and interest.

BUSINESS ESSENTIALS COURSE Wednesday 24th July 10am to 2pm

National Cycling Centre, Stuart Street, Manchester M11 4DQ

The workshop will show you how to:

- **Pay coaches, casual staff, players and children**, to comply with HMRC requirements
- Ensure your **self-employed workers don't get reclassified as employees** and land you with a big fine
- Keep **accurate and legible bookkeeping records** (you can be fined for poor record-keeping)
- Ensure that you **set your club/business up in the right way to minimise liability**
- **Claim the correct expenses** (especially important for coaches)
- Meet your 'reasonable care' obligations to **ensure your insurance pays out if things go wrong**

Thousands of coaches, administrators and volunteers have already attended our workshops and they are approved/recommended by National Governing Bodies such as the Lawn Tennis Association, British Gymnastics, and British Cycling.

Places cost just £45 per person per course.

For further details take a look at our website at www.gbsport.org.uk.

You can call us now to book your place on 01952 201657 - we look forward to hearing from you!

Kind regards
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