

Tax Calculation Pro forma

Sage 50 Payroll

1	Tax period	Payroll > Change Process Date. Employee Record > Employment > Payment Frequency.	
2	Tax code	Employee Record > Employment.	
3	Tax paid to date	Employee Record > Employment > YTD Values > Tax Year Values To Date > Tax Paid.	
4	Taxable gross pay to date	Employee Record > Employment > YTD Values > Tax Year Values To Date > Gross Pay for Tax.	
5	Taxable gross pay for the current period	Enter Payments > Summary tab > Taxable Gross Pay.	
6	Total pay (4+5)		
7	Pay adjustment	Calculate this using the HMRC Pay Adjustment Tables helpbook.	
8	Taxable pay (6-7)		
9	Tax due to date	Calculate this using HMRC's Taxable Pay Tables Manual Method - Tables B to D helpbook.	
10	Tax this period (9-3)		

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