



MALTA
INSTITUTE
OF TAXATION

MIT Short Course on VAT
Compliance

February – March 2024

MIT Short Course on VAT Compliance

The **MIT Short Course on VAT Compliance** is a 5-lecture course which covers the principles underpinning VAT reporting (key principles and practical examples) and the main practical aspects of VAT reporting, namely VAT registration, invoicing & record keeping and completing a VAT return (art. 10) and related documentation.

Programme Description: The programme covers the following topics over 5 lectures:

- **VAT concepts and salient principles: the foundation of VAT Reporting** – Clarification of the basic concepts of: supply of goods and services; intra-community supply intra-community acquisition, import/export; rates & exemptions; input tax.
- **VAT Registration** - the options and obligations - A detailed overview of the principles as well as the registration process in practice
- **VAT Records & documentation** – A detailed overview of the invoicing rules: tax Invoices & fiscal receipts and other documentary obligations
- **Completing a VAT Return* [Part 1]:** Reporting Sales (incl. Recap Statement, Intrastat) - A box-by-box walkthrough a standard VAT return, focusing on reporting SALES:
 - cross-border supplies, supplies which take place outside Malta, domestic, exports
 - incl. Recap statements and Intrastat
- **Completing a VAT Return* [Part 2]:** Reporting purchases - A box-by-box walkthrough a standard VAT return, focusing on reporting PURCHASES:
 - intra-EC, imports Domestic
 - input tax deductions

**The VAT Return lectures will be based on the MIT Guide to Complete a VAT Return.*

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WHO SHOULD SIGN UP FOR THE MIT VAT COMPLIANCE COURSE?

This course is suitable for accountants, lawyers, financial controllers and other individuals who work in the field of VAT compliance.

PROGRAMME DETAILS

- **5 lectures** between February and March 2024 at 1700hrs *[timetable below]*
- **Online**
- **11 Core CPE hours**
- **A Certificate of Attendance** will be given to attendees
- **No assessment**
- Eligible for the **Investing in Skills Scheme**
- **Option** to follow the **full programme** or **any one or more lectures** [Lectures 4 and 5 have to be taken as a set]
- Fee:
 - Full Course: MIT Member €175; Non-Members €245; Students €140
 - One Lecture: MIT Member €45; Non-Members €60; Students €35
 - Lectures 4 & 5: MIT Member €90; Non-Members €120; Students €70

Timetable

DATE	DETAILS			
19 February 2024	Lecture 1	VAT concepts and salient principles – the foundation of VAT Reporting	Samantha Agius	17.00 – 20.00
26 February 2024	Lecture 2	VAT Registration - the options and obligations	Saviour Bezzina	17.00 – 19.00
4 March 2024	Lecture 3	VAT Records & documentation - Tax Invoices & fiscal receipts	Samantha Agius	17.00 – 19.00
11 March 2024	Lecture 4	Completing a VAT Return [Part 1]: Reporting Sales (incl. Recap Statement, Intrastat)	Brandon Gatt	17.00 – 19.00
25 March 2024	Lecture 5	Completing a VAT Return [Part 2]: Reporting purchases	Brandon Gatt	17.00 – 19.00

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