Osprey Approach: Posting searches to claim VAT

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The latest version is always online at https://support.ospreyapproach.com/?p=521

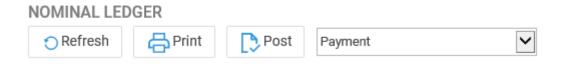
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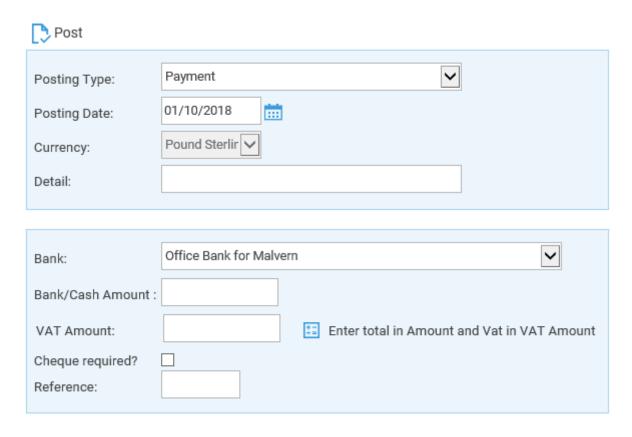
Osprey allows you to post searches to claim back any VAT. This guide will demonstrate this process.

First, you will need to post the payment. Navigate to the Nominal Ledger tab and ensure that the Searches ledger is selected.

Now select Payment from the drop-down list and click Post.



Enter the details of the search fee and then click the Post button.



You can now move the payment to Client Ledger. Navigate to the Client Ledger tab and ensure that the relevant file is selected.

From the posting type drop-down list, select *n Transfer from Nominal* and click Post.



Select the Nominal posted to, enter the detail of the Search and click Post.

Nominal:	0090/1: Land Registry
Posting Date:	01/10/2018
Detail:	
Amount:	Office⊕Disbs
Reference:	
	◆Back Dost

Now when billing the search posted can be added to any Vatable Disbursement posting the rest of the bill as normal.

Posting Date:	01/10/2018	
Detail:		
Fee Earner:	Becky Fox	<u>~</u>
Fee Earner Costs:		
Vatable Disbs:		Enter amount excluding Vat
Disbs (Agency):		
Vat:		Calculate Vat
Total Invoice:	0	
Reference:	#NEXT#	
Other EC member:		
Spool For Printing:		
Defer time ticking:		
Show Apportion Costs:		