



Before you complete this form, we recommend that you read Notice 742A: opting to tax land and buildings. For a copy, go to www.gov.uk and enter 'Notice 742A' in the search box.

For further information phone the VAT Helpline on 0300 200 3700.

Use this form if you:

- construct a new building on opted land
- wish to exclude the new building from the effect of the option on the land

Note that such an exclusion can only have effect once construction of the building begins.

Notification must be made within 30 days of the effective date, or such longer period as HM Revenue and Customs (HMRC) may allow in a particular case.

Please complete this form in black ink and use capital letters.

Send the completed form and supporting documents to the address on page 2.

Details of opter

Full name including title

Phone number

Fax number

Address

Postcode

Are you registered for VAT in the UK?

No Yes

If 'Yes', give your VAT Registration Number

Details of the opted land

Please attach a list if more than one parcel of land and/or buildings has been opted, with effective dates for each

Address

If it's bare land, provide the specific location or attach a plan showing its location

Postcode

Land Registry title number - this box is optional

Effective date of option DD MM YYYY

Details of the building you want to exclude

Address or description of its precise location

Postcode

Has a plan been submitted?

No Yes

The date you expect the exclusion to take effect DD MM YYYY

This will be the earliest of the following:

- the first grant of an interest in the new building, or any part of it
- when the new building is first occupied
- completion of construction of the building

Declaration

I declare that the information provided on this form is true to the best of my knowledge and belief.

Signature

Full name including title

Date of notification DD MM YYYY

Status, for example, director, company secretary, sole proprietor, partner or trustee*

*If this notification is signed by anyone other than these persons then a signed letter authorising the signatory to act on their behalf must be submitted to HMRC. You should attach a letter of authority to this form if you have not previously submitted one. Please note that form 64-8: authorising your agent does not allow you to sign on behalf of your client.

A letter of authority is attached

No Yes

A letter of authority has already been submitted

No Yes

Where to send this form

Send this form and any supporting documents to:

BT VAT

HM Revenue and Customs

BX9 1WR

Phone 0300 200 3700

Scanned copies of this form can be emailed to: optiontotaxnationalunit@hmrc.gov.uk