

Capital Gains

All details are input in Light Blue boxes

1. Input client name, fund, Inc or Acc

Name

Investment

Type of Units

No. of transactions

2. Select number of transactions

3. Input Date of Transaction.

Transactions have to be input in chronological order

4. Input Transaction type.

From dropdown list, this will be either;
• Buy, Sell, or Dividend

5. Input cheque amount.

- For purchases, this includes cost
- For sell, this is after any costs
- Acc Divs is total amount received
- Inc units is Equalisation payment only

6. Input purchase/selling costs.

7. Input Equalisation payment

8. Input number of units bought/sold

For dividend payments this will be zero

9. Select tax year from dropdown list

Will calculate total gain/loss for that year

(1) Please ensure that all dates input/shown are after the previous transaction date
For transactions that occur on the same day, the order of input should be "Divis" first, followed "Buy" and then "Sell" transactions

(2) **Amount.** Buy amount is before deducting any costs to purchase assets i.e. Includes costs
Sell amount is actual amount received after deduction of any costs i.e. Excludes costs

Dividend (Divi) amount for accumulation units. Amount Input to include equalisation payment
Dividend amount for income units. Amount input should be same as payment in 'Equalisation' column. Do NOT input actual income amount.

Date (1)	Transaction	Amount (2)	Cost	Equalisation	Units	If Sell, is it?	Net cost	Total Units	Gain/Loss
01/01/2010	Buy	10,100.00	100.00	0.00	10,000.0000		£10,000.00	10,000.0000	
02/03/2010	Divi	200.00	0.00	50.00	0.0000		£100.00	10,000.0000	£0.00
03/09/2010	Divi	200.00	0.00	0.00	0.0000		£200.00	10,000.0000	£0.00
04/10/2011	Buy	6,000.00	60.00	0.00	5,000.0000		£5,940.00	15,000.0000	£0.00
05/12/2011	Sell	9,200.00	10.00	0.00	8,000.0000	Pooled	£9,200.00	7,000.0000	£453.33
06/03/2012	Sell	6,000.00	10.00	0.00	5,000.0000	30 Day	£6,000.00	2,000.0000	£300.00
03/03/2012	Buy	5,800.00	100.00	0.00	5,000.0000		£5,700.00	7,000.0000	£0.00
08/08/2020	Sell	8,400.00	10.00	0.00	7,000.0000	30 Day	£8,400.00	0.0000	£746.67
07/09/2020	Buy	0.00	0.00	0.00	0.0000		£0.00	0.0000	£0.00
09/10/2020	Buy	0.00	0.00	0.00	0.0000		£0.00	0.0000	£0.00

Tax Year **£746.67**

If sold units, this will show identification rule whether it's same day, 30 day or pooled

This shows cost/proceeds after deduction of purchase costs

This shows cumulative total of units held by client for fund

This shows Gain or Loss on units sold