

# Saving UK VAT

Below we have provided a template to send in an email where a UK retailer is unsure about VAT treatment when shipping to Guernsey. Most people in the UK know of Guernsey but it's common to be unaware of the special VAT treatment. Feel free to make changes to the template as you see fit

In general, it is best to avoid explicitly mentioning forward2me or forwarding – in our experience where a retailer is unaware of the forwarding industry it raises more questions than it answers. Obviously, if explicitly asked then, of course, explain in full.

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Dear Sir,

I appreciate the fact you are able to deliver to Guernsey – thank you. I am not sure if you are aware, but Guernsey is outside the scope of UK VAT and so VAT should not be charged either on the goods or on the shipping to Guernsey.

If I purchase from [amazon.co.uk](https://www.amazon.co.uk) they automatically deduct the VAT during the checkout process - immediately after I enter my address. Would it be possible for you to deduct the VAT from the invoice or refund it to me post-transaction?

On your invoice you would typically still include VAT line but “zero rate” it as follows:

UK VAT (0%) £0.00

There is some guidance from HMRC at the link below:

<https://www.gov.uk/guidance/vat-on-goods-exported-from-the-uk-notice-703>

2.1 – for zero-rating.

2.9 – for a list of countries outside of the UK VAT area, See “The Channel Islands” for Guernsey.

Kind regards,