

I've Become a Subcontractor... Now What?

What You Need To Do Now

- **Understand your contract.** Make sure you have a clear subcontracting agreement outlining the scope of work, payment terms, and responsibilities.
- **Check your employment status.** Are you genuinely self-employed or caught by IR35? This affects your tax and National Insurance obligations.
- **Register with HMRC.** If you haven't already, register as self-employed or set up a limited company for tax purposes.
- **Keep good records.** Track invoices, payments, expenses, and contracts carefully to stay organised and compliant.
- **Invoice promptly and correctly.** Include your subcontractor details and VAT number if applicable. Clear invoicing helps get you paid on time.
- **Understand your tax responsibilities.** Set aside money for tax and National Insurance, and file accurate returns on time.

How I Can Help

I can:

- Review your contracts to check your status and terms
- Help register you with HMRC correctly
- Assist with bookkeeping and tax planning
- Guide you on invoicing and claiming expenses
- Support IR35 compliance and tax filings

Easy Mistakes to Avoid

- ✗ Assuming your contractor handles your taxes
- ✗ Missing IR35 status checks
- ✗ Forgetting to register as self-employed or with Companies House
- ✗ Mixing personal and business finances
- ✗ Delaying invoicing or poor record keeping

Need a hand?

Being a subcontractor offers flexibility and opportunity - when you know what's expected. I'm here to help you keep it smooth and tax-compliant.