



Email template examples to communicate MTD to clients



Subject: Making Tax Digital: what this means for you

Hi [Name],

You may have started hearing about Making Tax Digital (MTD), which will change how landlords report income to HMRC.

From April 2026, many landlords will need to keep digital records and submit updates throughout the year, rather than just once at tax time.

We know this can feel like a big change - especially if you're currently using spreadsheets or manual processes.

Over the next few months, we'll be sharing simple guidance to help you get prepared.

If you have any questions in the meantime, just let us know.

Subject: Getting your rental records ready for MTD

Hi [Name],

Following our recent update on MTD, the key thing to start thinking about is how you'll keep your records going forward.

MTD requires landlords to maintain digital records throughout the year - not just at tax time.

The easiest way to do this is by using HMRC-recognised software designed for landlords, which can automatically track income and expenses and keep everything organised.

We're currently helping landlords get set up with tools that make this much simpler.

If you'd like help getting started, we're happy to guide you through it.

Subject: A simpler way to handle MTD

Hi [Name],

We're now offering a more streamlined way to prepare for Making Tax Digital.

Rather than manually tracking everything yourself, we can connect your rental data directly into an MTD-ready system.

That means your records stay organised automatically - and you can review everything without the usual admin. You'll be receiving an invitation shortly from us if you'd like to sign up.