



Russell & Co.

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22nd December 2010

Payroll – December 2010

Dear Paul,

Please find enclosed payslip for the month of December.

The tax and NI liability for November due by the 19th January by post or 22nd January if paying electronically is as follows:-

Tax	292.00
NI	<u>476.00</u>
Total	768.00

I trust everything is satisfactory, please do not hesitate to contact me if you have any queries.

Yours sincerely

Jo Hall