

**Client id: LISEWSKI P Tax Year: 2013**

## **Internet Tax Return**

This is a copy of the information that will be transmitted to HMRC once authorised by you. The copy includes all completed supplementary pages & attachments where appropriate. Before transmitting the return to HMRC using the Self Assessment Online Service your tax advisor must provide you with a copy of your tax return information. If you approve this copy and it contains false information or you conceal any part of your income or chargeable gains you may be liable to financial penalties. It is recommended you retain a copy of the Tax Return transmitted to HMRC.

You must read and approve the declaration statement contained on the final page of the Tax Return TR8 before your return can be submitted to HMRC. Confirmation that you have done so will suffice.

The Inland Revenue Mark (IRmark) number assigned to your tax return information is:  
UNGZHKXL7U4VGRNCRZVJCYJRP2NAXQKF.

The following details comprise the information to be sent electronically:

Name: Mr P E Lisewski

Tax Reference: 3047541926

National Insurance Number: PX212619D

If the details above are different from those shown on the Return Form or Notice to File sent to you, please ensure Q2 on page TR1 has been answered.

Where your Tax Return contains a claim for repayment and you require the repayment to be sent to your bank, building society or other nominee, the relevant question within the return must be completed. Please note the receipt of these nomination details included with the other return information received using the Online Service will be taken to be your formal approval to such a nomination for repayment purposes.

When filed online the Tax Return will contain the following declaration from your Tax Advisor to HMRC:

"I confirm that my client has received a copy of the information contained in this return and approved the information as being correct and complete to the best of their knowledge and belief."

**HM Revenue  
& Customs****Tax Return 2013****Tax year 6 April 2012 to 5 April 2013**

UTR 3047541926

NINO PX212619D

Employer reference

Date

HM Revenue &amp; Customs office address

SELF ASSESSMENT  
PO BOX 4000  
CARDIFF  
CF14 8HR

MR P E LISEWSKI

Issue address

2ND FLOOR  
40D GLEDSTANES ROAD  
BARONS COURT  
LONDON  
W14 9HU

Telephone

0845 900 0444

For

Reference

**Your tax return**

This notice requires you, by law, to make a return of your taxable income and capital gains, and any documents requested, for the year from 6 April 2012 to 5 April 2013.

**Deadlines**

We must receive your tax return by these dates:

- if you are using a **paper** return - by **31 October 2013**, (or 3 months after the date of this notice if that's later), or
- if you are filing a return **online** - by **31 January 2014**, (or 3 months after the date of this notice if that's later).

If your return is late you will be charged a **£100 penalty**.

If your return is more than 3 months late, you will be charged daily penalties of £10 a day.

If you pay late you will be charged interest and a late payment penalty.

**How to file your return**

Most people file online. To do this go to [hmrc.gov.uk/online](http://hmrc.gov.uk/online). To file on paper, please fill in this form using the rules below.

Use black ink and capital letters

Cross out any mistakes and write the correct information below

1 Name of bank or building society

ANY BANK

2 State pension (including state second pension)

2 4 3 5 0

4 9

3 Tax taken off box 2

4 7 0 1

4 Pensions (other than State Pension), retirement

Please round up tax paid, for example, £4,700.21 would be £4701

- Enter your figures in whole pounds - ignore the pence. Round down income and round up expenses and tax paid - it is to your benefit.
- If a box does not apply, please leave it blank - do not strike through empty boxes or write anything else.

**Starting your tax return**

Before you start to fill it in, look through your tax return to make sure there is a section for all your income and claims - you may need some separate supplementary pages (see page TR 2 and the tax return guide). If you need help please read the guide, phone the number shown above or **0845 900 0444**, or go to [hmrc.gov.uk/sa](http://hmrc.gov.uk/sa)

**Your personal details**

1 Your date of birth - it helps get your tax right  
DD MM YYYY

□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □

2 Your name and address - if it is different from what is on the front of this form. Please write the correct details underneath the wrong ones, and put 'X' in the box

□

3 Your phone number

□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □

4 Your National Insurance number - leave blank if the correct number is shown above

□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □



## What makes up your tax return

To make a **complete** return of your taxable income and gains for the year to 5 April 2013 you may need to complete some **separate supplementary pages**. Answer the following questions by putting 'X' in the 'Yes' or 'No' box.

### 1 Employment

If you were an employee, director, office holder or agency worker in the year to 5 April 2013, do you need to complete *Employment* pages? Please read the guide before answering.

**Fill in a separate *Employment* page for each employment, directorship, etc.** On each *Employment* page you complete, enter any other payments, expenses or benefits related to that employment. Say how many *Employment* pages you are completing in the *Number* box below.

Yes ☒ No ☐ Number

### 2 Self-employment

Did you work for yourself (on your 'own account' or in self-employment) in the year to 5 April 2013? (Answer 'Yes' if you were a 'Name' at Lloyd's.)

**Fill in a separate *Self-employment* page for each business.** On each *Self-employment* page you complete, enter any payments or expenses related to that business. Say how many businesses you had in the *Number* box below.

Yes ☐ No ☒ Number

### 3 Partnership

Were you in partnership? Fill in a separate *Partnership* page for each partnership you were a partner in and say how many partnerships you had in the *Number* box below.

Yes ☐ No ☒ Number

### 4 UK property

Did you receive any income from UK property (including rents and other UK income from land you own or lease out)? - *read the guide if you have furnished holiday lettings.*

Yes ☐ No ☒

### 5 Foreign

If you:

- were entitled to any foreign income, or income gains
- have, or could have, received (directly or indirectly) income, or a capital payment or benefit from a person abroad as a result of any transfer of assets
- want to claim relief for foreign tax paid

read the guide to decide if you have to fill in the *Foreign* pages. Do you need to fill in the *Foreign* pages?

Yes ☐ No ☒

### 6 Trusts etc.

Did you receive, or are you treated as having received, income from a trust, settlement or the residue of a deceased person's estate?

Yes ☐ No ☒

### 7 Capital gains summary

If you sold or disposed of any assets (including, for example, stocks, shares, land and property, a business), or had any chargeable gains, read the guide to decide if you have to fill in the *Capital gains summary* page. If you do, you must also provide separate computations.

Do you need to fill in the *Capital gains summary* page and provide computations?

Yes ☐ No ☒ Computation(s) provided ☐

### 8 Residence, remittance basis etc.

Were you, for all or part of the year to 5 April 2013, one or more of the following - not resident, not ordinarily resident or not domiciled in the UK and claiming the remittance basis; or dual resident in the UK and another country?

Yes ☐ No ☒

### 9 Supplementary pages

If you answered 'Yes' to any of questions 1 to 8, please check to see if **within this return**, there is a page dealing with that kind of income etc. If there is not, you will need separate supplementary pages. Do you need to get and fill in separate supplementary pages?

Yes ☒ No ☐

If 'Yes', you can go to [hmrc.gov.uk](http://hmrc.gov.uk) to download them, or phone **0845 900 0404** and ask us for the relevant pages.

*Some less common kinds of income and tax reliefs (not covered by questions 1 to 8), and details of disclosed tax avoidance schemes, should be returned on the **Additional information** pages enclosed in the tax return pack. Do you need to fill in the **Additional information** pages?*

Yes ☐ No ☒



## Income

Interest and dividends from UK banks, building societies etc.

- 1 **Taxed UK interest etc.** – the net amount after tax has been taken off. See the guide  
£           .
- 2 **Untaxed UK interest etc.** – amounts which have not had tax taken off. See the guide  
£           .
- 3 **Dividends from UK companies** – do not include the tax credit. See the guide  
£     7 2 3 8 2 .
- 4 **Other dividends** – do not include the tax credit. See the guide  
£           .
- 5 **Foreign dividends (up to £300)** – the amount in sterling after foreign tax was taken off. Do not include this amount in the Foreign pages  
£     .
- 6 **Tax taken off foreign dividends** – the sterling equivalent  
£     .

## UK pensions, annuities and other state benefits received

7	State Pension – the gross amount shown on your pension statement. See the guide	£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
8	State Pension lump sum	£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
9	Tax taken off box 8	£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
10	Pensions (other than State Pension), retirement annuities and taxable triviality payments – give details of the payers, amounts paid and tax deducted in the ‘Any other information’ box, box 19, on page TR 7	£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>

  

11	Tax taken off box 10	£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
12	Taxable Incapacity Benefit and contribution-based Employment and Support Allowance – see the guide	£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
13	Tax taken off Incapacity Benefit in box 12	£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
14	Jobseeker’s Allowance	£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
15	Total of any other taxable State Pensions and benefits	£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>

## Other UK income not included on supplementary pages

Do not use this section for income that should be returned on supplementary pages. Share schemes, gilts, stock dividends, life insurance gains and certain other kinds of income go on the *Additional information* pages in the tax return pack.

16	Other taxable income – before expenses and tax taken off		
	<div>£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></div>	.	<div><input type="text"/><input type="text"/></div>
17	Total amount of allowable expenses – see the guide		
	<div>£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></div>	.	<div><input type="text"/><input type="text"/></div>
18	Any tax taken off box 16		
	<div>£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></div>	.	<div><input type="text"/><input type="text"/></div>
19	Benefit from pre-owned assets – see the guide		
	<div>£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></div>	.	<div><input type="text"/><input type="text"/></div>
20	Description of income in boxes 16 and 19 – if there is not enough space here please give details in the ‘Any other information’ box, box 19, on page TR 7		
	<div><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></div>		
	<div><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></div>		



## Paying into registered pension schemes and overseas pension schemes

<p>2 Payments to a retirement annuity contract where basic rate tax relief will not be claimed by your provider</p> <p>£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/></p>	<p>3 Payments to your employer's scheme which were not deducted from your pay before tax</p> <p>£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/></p>
<p>1 Payments to registered pension schemes where basic rate tax relief will be claimed by your pension provider (called 'relief at source'). Enter the payments and basic rate tax</p> <p>£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/></p>	<p>4 Payments to an overseas pension scheme which is not UK-registered which are eligible for tax relief and were not deducted from your pay before tax</p> <p>£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/></p>

<p><b>5</b> Gift Aid payments made in the year to 5 April 2013</p> <p>£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/> <input type="text"/></p>	<p><b>9</b> Value of qualifying shares or securities gifted to charity</p> <p>£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/> <input type="text"/></p>
<p><b>6</b> Total of any 'one-off' payments in box 5</p> <p>£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/> <input type="text"/></p>	<p><b>10</b> Value of qualifying land and buildings gifted to charity</p> <p>£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/> <input type="text"/></p>
<p><b>7</b> Gift Aid payments made in the year to 5 April 2013 but treated as if made in the year to 5 April 2012</p> <p>£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/> <input type="text"/></p>	<p><b>11</b> Value of qualifying investments gifted to non-UK charities in boxes 9 and 10</p> <p>£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/> <input type="text"/></p>
<p><b>8</b> Gift Aid payments made after 5 April 2013 but to be treated as if made in the year to 5 April 2013</p> <p>£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/> <input type="text"/></p>	<p><b>12</b> Gift Aid payments to non-UK charities in box 5</p> <p>£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/> <input type="text"/></p>

**13** If you are registered blind on a local authority or other register, put 'X' in the box  
☐

**14** Enter the name of the local authority or other register

**15** If you want your spouse's, or civil partner's, surplus allowance, put 'X' in the box  
☐

**16** If you want your spouse, or civil partner, to have your surplus allowance, put 'X' in the box  
☐

SA100 2013





## Student Loan repayments

Please read the guide before filling in boxes 1 to 3.

<p>1 If you have received notification from the Student Loans Company that repayment of an Income Contingent Student Loan began before 6 April 2013, put 'X' in the box</p> <p><input type="checkbox"/></p>	<p>3 If you think your loan may be fully repaid within the next two years, put 'X' in the box</p> <p><input type="checkbox"/></p>
<p>2 If your employer has deducted Student Loan repayments enter the amount deducted</p> <p>£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/></p>	

## High Income Child Benefit Charge

**Only** fill in this section if:

- your income was over £50,000, **and**
- you or your partner (if you have one) received Child Benefit on or after 7 January 2013 (this also applies if someone else claims Child Benefit for a child who lives with you and pays you or your partner for the child's upkeep), **and**
- **couples only** - your income was higher than your partner's.

Please read the guide.

*If you have to pay this charge for the 2013-14 tax year and you do not want us to use your 2013-14 PAYE tax code to collect that tax during the year, put 'X' in box 3 on page TR 6*

<p><b>1</b> Enter the total amount of Child Benefit you and your partner received for the period from 7 January 2013 to 5 April 2013</p> <p>£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/></p>	<p><b>2</b> Enter the number of children you and your partner received Child Benefit for during the period from 7 January 2013 to 5 April 2013</p> <p><input type="text"/> <input type="text"/></p>
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## Service companies

[illegible]

## Finishing your tax return



**Calculating your tax** - if we receive your tax return by 31 October 2013, or if you file online, we will do the calculation for you and tell you how much you have to pay (or what your repayment will be) before 31 January 2014.

We will add the amount due to your Self Assessment Statement, together with any other amounts due.

**Do not** enter payments on account, or other payments you have made towards the amounts due, on your tax return. We will deduct these on your Self Assessment Statement.

If you want to calculate your tax, ask us for the *Tax calculation summary* pages and *notes*. The *notes* will help you work out any tax due or repayable, and if payments on account are necessary.

Tax refunded or set off

**1** If you have had any 2012-13 Income Tax refunded or set off by us or Jobcentre Plus, enter the amount  
£ . 0 0



## If you have not paid enough tax

Use the payslip at the foot of your next statement (or reminder) from us to pay any tax due.

- 2 Providing you send us your tax return by 30 December, if you owe tax for 2012-13 and have a PAYE tax code, we will try to collect the tax due (if less than £3,000) through your tax code for 2014-15, unless you put 'X' in the box - see the guide

☐ X

- 3 If for 2013-14, you are likely to owe tax on the high income Child Benefit charge or on income other than employed earnings or pensions, and you do not want us to use your 2013-14 PAYE tax code to collect that tax during the year, put 'X' in the box - see the guide

☐ X

## If you have paid too much tax

If you fill in your bank or building society account details we can make any repayment due straight into your account. This is the safest and quickest method. But, if you do not have a suitable account, put 'X' in box 9 and we will send you or your nominee a cheque.

- 4 Name of bank or building society


- 5 Name of account holder (or nominee)


- 6 Branch sort code

--	--	--	--	--	--	--	--	--	--

- 7 Account number

--	--	--	--	--	--	--	--	--	--

- 8 Building society reference number

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

- 9 If you do not have a bank or building society account, or if you want us to send a cheque to you or to your nominee, put 'X' in the box

☐ X

- 10 If you have entered a nominee's name in box 5, put 'X' in the box

☐

- 11 If your nominee is your tax adviser, put 'X' in the box

☐

- 12 Nominee's address


- 13 and postcode

--	--	--	--	--	--	--	--	--	--

- 14 To authorise your nominee to receive any repayment, you must sign in the box. A photocopy of your signature will not do

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--



Your tax adviser, if you have one

This section is optional. Please see the guide about authorising your tax adviser.

15	Your tax adviser's name	R	U	S	S	E	L	L		&		C	O		
16	Their phone number	0	1	4	8	3	2	8	5	3	0	4			
17	The first line of their address including the postcode	S	T	A	T	I	O	N		H	O	U	S	E	
		K	T	2	4			6	Q	X					
18	The reference your adviser uses for you	L	I	S	E	W	S	K	I		P				

Any other information





## Signing your form and sending it back

Please fill in this section and sign and date the declaration at box 22.

<b>20</b> If this tax return contains provisional or estimated figures, put 'X' in the box <input type="checkbox"/>	<b>23</b> If you have signed on behalf of someone else, enter the capacity. For example, executor, receiver <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																																																																																												
<b>21</b> If you are enclosing separate supplementary pages, put 'X' in the box <input checked="" type="checkbox"/>	<b>24</b> Enter the name of the person you have signed for <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																																																																																												
<b>22</b> <b>Declaration</b> I <b>declare</b> that the information I have given on this tax return and any supplementary pages is correct and complete to the best of my knowledge and belief. I <b>understand</b> that I may have to pay financial penalties and face prosecution if I give false information.  <b>Signature</b> <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> <b>Date</b> DD MM YYYY <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																					<b>25</b> If you filled in boxes 23 and 24 enter your name <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> <b>26</b> and your address <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																																																																								



**HM Revenue  
& Customs****Employment**

Tax year 6 April 2012 to 5 April 2013

Your name

MR P E LISEWSKI

Your Unique Taxpayer Reference (UTR)

3 0 4 7 5 4 1 9 2 6

**Complete an *Employment* page for each employment or directorship**

- 1 Pay from this employment - the total from your P45 or P60 - before tax was taken off**

£ 2 4 0 0 0 . 0 0

- 2 UK tax taken off pay in box 1**

£ 3 1 7 8 . 0 0

- 3 Tips and other payments not on your P60 - read the *Employment notes***

£ . 0 0

- 4 PAYE tax reference of your employer (on your P45/P60)**

E M P / S 5 1 9 4

- 5 Your employer's name**

CLOUDSOFT LIMITED

- 6 If you were a company director, put 'X' in the box**

X

- 7 And, if the company was a close company, put 'X' in the box**

- 8 If you are a part-time teacher in England or Wales and are on the Repayment of Teachers' Loans Scheme for this employment, put 'X' in the box**

**Benefits from your employment - use your form P11D (or equivalent information)**

- 9 Company cars and vans - the total 'cash equivalent' amount**

£ . 0 0

- 10 Fuel for company cars and vans - the total 'cash equivalent' amount**

£ . 0 0

- 11 Private medical and dental insurance - the total 'cash equivalent' amount**

£ . 0 0

- 12 Vouchers, credit cards and excess mileage allowance**

£ . 0 0

- 13 Goods and other assets provided by your employer - the total value or amount**

£ . 0 0

- 14 Accommodation provided by your employer - the total value or amount**

£ . 0 0

- 15 Other benefits (including interest-free and low interest loans) - the total 'cash equivalent' amount**

£ . 0 0

- 16 Expenses payments received and balancing charges**

£ . 0 0

**Employment expenses**

- 17 Business travel and subsistence expenses**

£ . 0 0

- 18 Fixed deductions for expenses**

£ . 0 0

- 19 Professional fees and subscriptions**

£ . 0 0

- 20 Other expenses and capital allowances**

£ . 0 0

Shares schemes, employment lump sums, compensation, deductions and Seafarers' Earnings Deduction are on the *Additional information* pages enclosed in the tax return pack.

 **Shares schemes, employment lump sums, compensation, deductions and Seafarers' Earnings Deduction** are on the *Additional information* pages enclosed in the tax return pack.

## Second employment

Complete an *Employment* page for each employment or directorship

<p><b>1</b> Pay from this employment - the total from your P45 or P60 - before tax was taken off</p> <p>£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/></p>	<p><b>5</b> Your employer's name</p> <p><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>
<p><b>2</b> UK tax taken off pay in box 1</p> <p>£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/></p>	<p><b>6</b> If you were a company director, put 'X' in the box</p> <p><input type="text"/></p>
<p><b>3</b> Tips and other payments not on your P60 - read the <i>Employment notes</i></p> <p>£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/></p>	<p><b>7</b> And, if the company was a close company, put 'X' in the box</p> <p><input type="text"/></p>
<p><b>4</b> PAYE tax reference of your employer (on your P45/P60)</p> <p><input type="text"/> <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>	<p><b>8</b> If you are a part-time teacher in England or Wales and are on the Repayment of Teachers' Loans Scheme for this employment, put 'X' in the box</p> <p><input type="text"/></p>

Benefits from your employment - use your form P11D (or equivalent information)

9	<b>Company cars and vans</b> - the total 'cash equivalent' amount	£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
10	<b>Fuel for company cars and vans</b> - the total 'cash equivalent' amount	£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
11	<b>Private medical and dental insurance</b> - the total 'cash equivalent' amount	£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
12	<b>Vouchers, credit cards and excess mileage allowance</b>	£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
13	<b>Goods and other assets provided by your employer</b> - the total value or amount	£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
14	<b>Accommodation provided by your employer</b> - the total value or amount	£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
15	<b>Other benefits (including interest-free and low interest loans) - the total 'cash equivalent' amount</b>	£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
16	<b>Expenses payments received and balancing charges</b>	£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>

## Employment expenses

17	Business travel and subsistence expenses	£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>	19	Professional fees and subscriptions	£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
18	Fixed deductions for expenses	£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>	20	Other expenses and capital allowances	£ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>

**HM Revenue  
& Customs****Tax calculation summary**  
Tax year 6 April 2012 to 5 April 2013**Your name**

M	R		P	E							
L	I	S	E	W	S	K	I				

**Your Unique Taxpayer Reference (UTR)**

3	0	4	7	5	4	1	9	2	6
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**Self Assessment**

You can use the Working Sheet in the *Tax calculation summary notes* to work out the total tax, Student Loan repayment and Class 4 NICs due or overpaid for 2012-13. If the result is a positive amount, enter it in box 1; if it is negative, enter it in box 2.

<b>1 Total tax (this may include Student Loan repayment) and Class 4 NICs due before any payments on account</b> £ <table border="1"><tr><td></td><td></td><td></td><td>1</td><td>4</td><td>8</td><td>7</td><td>9</td><td></td><td></td></tr></table> . <table border="1"><tr><td>6</td><td>2</td></tr></table>				1	4	8	7	9			6	2	<b>4 Class 4 NICs due</b> £ <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> . <table border="1"><tr><td></td><td></td></tr></table>												
			1	4	8	7	9																		
6	2																								
<b>2 Total tax (this may include Student Loan repayment) and Class 4 NICs overpaid</b> £ <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> . <table border="1"><tr><td></td><td></td></tr></table>													<b>5 Capital Gains Tax due</b> £ <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> . <table border="1"><tr><td></td><td></td></tr></table>												
<b>3 Student Loan repayment due</b> £ <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> . <table border="1"><tr><td>0</td><td>0</td></tr></table>											0	0	<b>6 Pension charges due</b> £ <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> . <table border="1"><tr><td></td><td></td></tr></table>												
0	0																								

**Underpaid tax and other debts**

If you pay tax under PAYE, look at your PAYE Coding Notice and the notes in Section 11 of the *Tax calculation summary notes*, then fill in boxes 7, 8 and 9 as appropriate.

<b>7 Underpaid tax for earlier years included in your tax code for 2012-13 - enter the amount shown as 'amount of underpaid tax for earlier years' from your P2 PAYE Coding Notice</b> £ <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> . <table border="1"><tr><td></td><td></td></tr></table>													<b>9 Outstanding debt included in your tax code for 2012-13 - enter the amount from your P2 PAYE Coding Notice</b> £ <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> . <table border="1"><tr><td></td><td></td></tr></table>												
<b>8 Underpaid tax for 2012-13 included in your tax code for 2013-14 - enter the amount shown as 'estimated underpayment for 2011-12' from your P2 PAYE Coding Notice</b> £ <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> . <table border="1"><tr><td></td><td></td></tr></table>																									

**Payments on account**

Please read the notes in Section 12 of the *Tax calculation summary notes* to see if you need to make any payments on account for 2013-14.

<b>10 If you are claiming to reduce your 2013-14 payments on account, put 'X' in the box - enter the reduced amount of your first payment in box 11 and say why you are making the claim in box 17 overleaf</b> <div style="border: 1px solid black; width: 20px; height: 20px; margin-top: 10px;"></div>	<b>11 Your first payment on account for 2013-14 - enter the amount (including pence)</b> £ <table border="1"><tr><td></td><td></td><td></td><td></td><td>7</td><td>4</td><td>3</td><td>9</td><td></td><td></td></tr></table> . <table border="1"><tr><td>8</td><td>1</td></tr></table>					7	4	3	9			8	1
				7	4	3	9						
8	1												

**Blind person's surplus allowance and married couple's surplus allowance**

Enter the amount of any surplus allowance transferred from your spouse or civil partner.

<b>12 Blind person's surplus allowance you can have</b> £ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>	<b>13 If you or your spouse or civil partner were born before 6 April 1935, the amount of married couple's surplus allowance you can have</b> £ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
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**Adjustments to tax due**

You may need to make an adjustment to increase or decrease your tax for 2012-13 because you are claiming averaging for farmers and creators of literary or artistic work, making certain adjustments to earlier years or carrying back to 2012-13 certain losses from 2013-14. If you need help in filling in these boxes, ask us or your tax adviser.

<b>14 Increase in tax due because of adjustments to an earlier year</b> £ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>	<b>15 Decrease in tax due because of adjustments to an earlier year</b> £ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>
	<b>16 Any 2013-14 repayment you are claiming now</b> £ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> . <input type="text"/> <input type="text"/>

**Any other information**

<b>17</b>	<b>Please give any other information in this space</b> <div style="border: 1px solid black; height: 450px; margin-top: 10px;"></div>
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