

Claim a redundancy or insolvency payment

Apply if you've been made redundant and your employer can't pay what you're owed because they are [insolvent](#).

Before you start

You should only use this service if:

- your employment has been terminated by your employer
- you have worked continuously for your employer for 1 month or more

To complete this form you may need:

- your contract of employment
- any payslips you received while you were employed
- your official letter of termination (if you received one)
- bank statements
- copies of any letters sent to or received from your employer or an Employment Tribunal
- details of any money you are owed by the employer
- details of any money you still owe to your employer

You will also need to know any dates you were absent from work and any dates you were on holiday.

[Start now](#)

Confirm your identity

To access your claim, please confirm the following details.

What is your first name?

What is your surname?

What is your date of birth?

For example, 08 04 2014

Day Month Year

What is your postcode?

Confirm

What is your National Insurance number?

This is the first time you've used GOV.UK to access the Redundancy Payments Service. For security, please help us verify the following details.

National Insurance number

It's on your National Insurance card, benefit letter, payslip or P60.
For example, 'VO 12 34 56 D'.

Verify

Check your contact details

Based on your employment records, the latest contact details we have for you are:

Name	Jamie Jones	Change
Contact address	15 Mindelsohn Way, Birmingham, West Midlands B15 2TG	Change
Contact phone number	01217445555	Change
Contact email address	jamiejones@hotmail.com	Change

Continue

Check your employment details

We have matched your details with the following employer information:

Employer name	Fast Flicks Ltd
Employer address	556 Bristol Rd Birmingham, B29 6BD

Is the address above the same as the address where you worked?

If the answer is no, you will be able to enter a different address

☐ Yes

☒ No

Address where you worked

Building number or name

Address

Town

County

Postcode

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Job title and category

What was your job title?

What was your personnel, roll or works number?

You might find this on your payslip. Leave blank if you don't know.

What category of worker were you?

[What do these categories mean?](#)

☐ Employed

☐ Director/shareholder

☐ Labour-only sub-contractor

☐ Freelance worker

☐ Agency worker

☐ Casual worker

☐ Fixed-term contracts worker

☐ Home worker

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Last day worked

What was the last day you worked for Fast Flicks Ltd?

For example, 08 04 2014

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

Was this the date your employment officially ended?

If you were made redundant, this is often on your redundancy letter

☐ Yes

☐ No

Continue

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Start date of employment

When did your employment with Fast Flicks Ltd start?

For example, 08 04 2014

Day Month Year

Continue

[Skip this question for now](#)

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Loss of notice

Did Fast Flicks Ltd give you the full minimum statutory notice?

You can find out more about [minimum statutory notice](#) on GOV.UK.

☐ Yes

☐ No

Do you want to claim compensation for loss of notice?

You can claim if your employer has failed to give you the minimum statutory notice.

☐ Yes

☐ No

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Notice period

Did Fast Flicks Ltd give you notice?

☒ Yes

☐ No

When did Fast Flicks Ltd give you notice?

For example, 08 04 2014

Day

Month

Year

Continue

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Summary of the job from which you were made redundant

Part 1 of 7

Review the answers you have given in part 1 before you proceed.

Question	Answer	Change answer
What was your job title?	Manager	Change
What was your personnel, roll or works number?	Not specified	Change
What category of worker were you?	Employed	Change
When did your employment with Fast Flicks Ltd start?	12 August 1999	Change
What was the last day you worked for Fast Flicks Ltd?	15 April 2014	Change
Was this the date your employment officially ended?	No	Change
When did your employment officially end?	24 April 2014	Change
Did Fast Flicks Ltd give you notice?	No	Change
When did Fast Flicks Ltd give you notice?	Not applicable	
Did Fast Flicks Ltd give you the full statutory notice?	No	Change
Do you want to claim compensation for loss of notice?	Yes	Change

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Details of wage and working hours

Part 2 of 8

This part of the claim will ask you about the wage you received and the hours you worked in the job from which you were made redundant.

The following information will help you with the questions in this section:

- your contract of employment
- payslips you received while employed
- bank statements

[What are the questions in part 2?](#)

Click on "Continue" to begin this part of the claim

Continue

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Weekly pay day

Which day of the week were you paid?

☐ Monday

☐ Tuesday

☐ Wednesday

☐ Thursday

☐ Friday

☐ Saturday

☐ Sunday

☐ I don't know

Continue

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Gross income

What was your gross income at Fast Flicks Ltd?

Gross income is the total amount before taking off tax and National Insurance, and without overtime.

£ per

Did you receive any extra bonus or commission as part your contract?

Check your contract of employment if you are unsure

☐ Yes☐ No[Continue](#)[Skip these questions for now](#)[Back](#)

Hours worked

How many hours a week were you contracted to work?

Don't include overtime hours. If you have irregular working hours, give us the average number of hours you work per week.

Did your contract state you were paid for overtime hours?

☐ Yes☐ No[Continue](#)[Skip these questions for now](#)[Back](#)

Days of the week worked

Which days did you normally work each week?

If you worked a shift pattern or irregular working days, indicate your average working week.

☐ Monday

☐ Tuesday

☐ Wednesday

☐ Thursday

☐ Friday

☐ Saturday

☐ Sunday

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Days worked

How many days did you normally work each week?

If you have irregular working days, give us the average number of days you work each week

Did you work Monday to Friday?

☐ Yes

☐ No

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Summary of wage and working hours

Part 2 of 8

Review the answers you have given in part 2 before you proceed.

Question	Answer	Change answer
What was your gross income at Fast Flicks Ltd?	£267 per week	Change
Did you receive any extra bonus or commission?	No	Change
Please provide details of any bonus or commission you received	Not applicable	
On which day of the week were you paid?	Friday	Change
How many hours a week were you contracted to work?	40	Change
Did your contract state you were paid for overtime hours?	No	Change
How many overtime hours did you normally work?	Not applicable	Change
How many days did you normally work each week?	5	Change
Did you work Monday to Friday?	No	Change
Which days did you normally work each week?	Monday, Tuesday, Wednesday, Thursday, Sunday	Change

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Details of the redundancy claim

Part 3 of 8

This part of the claim will ask you about the redundancy claim and any payments you have already received. The following information will help you with the questions in this section:

- bank statements
- copies of any letters sent to or received from your employer or an Employment Tribunal

Would you like to claim for redundancy pay?

If your employer has not given you the redundancy payment you were due and your employer is insolvent, you can claim

☐ Yes☐ No

[What are the questions in part 3?](#)

Click on "Continue" to begin this part of the claim

Continue

[Skip part 3 for now](#)

Redundancy pay

Has Fast Flicks Ltd paid you part of your redundancy payment?

☐ Yes

☐ No

Have you been awarded any payments from a Employment tribunal in relation to your job ending?

☐ Yes

☐ No

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Summary of the redundancy claim

Part 3 of 8

Review the answers you have given in part 3 before you proceed.

Question	Answer	Change answer
Would you like to claim for redundancy pay?	Yes	Change
Has Fast Flicks Ltd paid you part of your redundancy payment?	No	Change
How much of your redundancy payment did Fast Flicks Ltd pay?	Not applicable	Change
Have you been awarded any payments from a Employment tribunal in relation to your job ending?	No	Change

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Details of any breaks in employment

Part 4 of 8

This part of the claim will ask you about any breaks in employment whilst you were employed. Depending on your contract with Fast Flicks Ltd, breaks in employment can include:

- working for your employer overseas
- career breaks
- strikes

The following information will help you with the questions in this section:

- your contract of employment
- dates of any breaks

Did you have any breaks in employment?

☐ Yes

☐ No

[What are the questions in part 4?](#)

Click on "Continue" to begin this part of the claim

Continue

[Skip part 4 for now](#)



Summary of breaks in employment

Part 4 of 8

Review the answers you have given in part 4 before you proceed.

Question	Answer	Change answer
Did you have any breaks in employment?	No	Change

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Details of holiday pay

Part 5 of 8

This part of the claim we will ask you about holiday pay that you are entitled to but have not taken during the 12-month period before your employer became insolvent. The following information will help you with the questions in this section:

- dates of any holidays you took from work

Are you owed any holiday pay?

☐ Yes☐ No

[What are the questions in part 5?](#)

Click on "Continue" to begin this part of the claim

Continue

[Skip part 5 for now](#)

Holiday year

What was the start date of your holiday year at Fast Flicks Ltd?

For example, 08 04

Day Month

Continue

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Number of holiday days

How many days holiday per year were you entitled to?

Does this number of holiday days include bank holidays?

☐ Yes☐ No

Were you allowed to carry forward untaken holiday entitlement from your previous holiday year?

☐ Yes☐ No[Continue](#)[Skip this question for now](#)[Back](#)

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Number of holiday days taken

Including bank holidays, how many holiday days have you taken this holiday year?

You can find all the dates of [UK bank holidays](#) on GOV.UK.

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Holidays taken but not paid

You can add more than one period for holiday owed. There is an option to do this from the summary screen.

How many days holiday are you owed?

From

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

To

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

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Summary of holiday pay

Part 5 of 8

Review the answers you have given in part 5 before you proceed.

Question	Answer	Change answer
Are you owed any holiday pay?	Yes	Change
What was the start date of your holiday year at Fast Flicks Ltd?	05 January	Change
How many days holiday per year were you entitled to?	30	Change
Does this number of holiday days include bank holidays?	Yes	Change
Were you allowed to carry forward untaken holiday entitlement from your previous holiday year?	Yes	Change
How many untaken holiday days have you carried forward this year?	3	Change
Including bank holidays, how many holiday days have you taken this holiday year	2	Change

Holidays taken but not paid

Days	From	To	Change answer
2	18 April 2014	21 April 2014	Change

[Would you like to add further holiday owed?](#)

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Details of wages owed

Part 6 of 8

This part of the claim will ask you about any wages you are owed by Fast Flicks Ltd. The following information will help you with the questions in this section:

- your contract of employment
- payslips you received while employed
- bank statements

Are you owed any wages?

☐ Yes☐ No

[What are the questions in part 6?](#)

Click on "Continue" to begin this part of the claim

Continue

[Skip part 6 for now](#)

Details of wages owed

You can add more than one period for wages owed. There is an option to do this from the summary screen.

How many days did you work without being paid?

From

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

To

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

Gross amount of pay owed for these days

Before taking off tax and National Insurance.

£

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Summary of wages owed

Part 6 of 8

Review the answers you have given in part 6 before you proceed.

Question	Answer	Change answer
Are you owed any wages?	Yes	Change

Details of wages owed

Days	From	To	Gross amount	Change answer
2	14 April 2014	15 April 2014	£107.14	Change

[Would you like to add further wages owed?](#)

Continue

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Details of money owed to employer

Part 7 of 8

This part of the claim will ask you about money you owe to Fast Flicks Ltd. The following information will help you with the questions in this section:

- your contract of employment
- bank statements
- letters from your employer

Do you owe Fast Flicks Ltd any money?

☐ Yes☐ No

[What are the questions in part 7?](#)

Click on "Continue" to begin this part of the claim

Continue

[Skip part 7 for now](#)

Summary of money owed

Part 7 of 8

Review the answers you have given in part 7 before you proceed.

Question	Answer	Change answer
Do you owe Fast Flicks Ltd any money?	No	Change
How much do you owe Fast Flicks Ltd?	Not applicable	
What is this money owed for?	Not applicable	

Continue

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Details of new employment

Part 8 of 8

This part of the claim will ask you about your new job if you have one. The following information will help you with the questions in this section:

- your new contract of employment

Have you had a new job since you were made redundant?

☐ Yes☐ No

[What are the questions in part 8?](#)

Click on "Continue" to begin this part of the claim

Continue

[Skip part 8 for now](#)

Summary of new employment

Part 8 of 8

Review the answers you have given in part 8 before you proceed.

Question	Answer	Change answer
Have you had a new job since you were made redundant?	No	Change
New employer name	Not applicable	
New employer address	Not applicable	
Telephone number	Not applicable	
When were you offered this job?	Not applicable	
When did your employment with Fast Flicks Ltd start?	Not applicable	
Although you have a different employer, is your new job role the same?	Not applicable	
Are you dealing with the same customers?	Not applicable	
Have your terms and conditions changed?	Not applicable	
Are you aware of any link between Fast Flicks Ltd and [New employer name]?	Not applicable	
Please provide details of any link that you are aware of	Not applicable	

Continue

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Summary of your redundancy claim

Review your claim before you proceed.

Part	Status	Review answers
1	Complete	Review
2	Complete	Review
3	Complete	Review
4	Complete	Review
5	Complete	Review
6	Complete	Review
7	Complete	Review
8	Complete	Review

Declaration

By sending your claim, you confirm that:

- as far as you know, all the information you have provided in your claim is correct
- this is the only claim you are making for a redundancy payment in relation to this job
- you agree to us using your information as described in our privacy policy (including sharing information with your last employer, their representatives or with relevant government organisations if we need to in order to check your claim or work out how much to pay you)

We may take legal action against you if you knowingly make a false statement in your claim.

I understand - continue to payment options

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Payment method

We advise that payments are made directly into a bank or building society using the Bank Automated Clearing System (BACS). BACS is:

- more secure than sending a cheque to you by post
- mean that the payments are available to you more quickly

☐ I do not have a bank or building society account

Continue

Bank account details

Name of bank, building society or other account provider

Sort code

For example 12-43-56

 - -

Account number

Building society roll or reference number

If your building society uses a roll or reference number, you will find it on the passbook.

Account holder's name

Please write the name exactly as it appears on the cheque book, passbook or statement.

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Claim sent

We have sent a confirmation email to
jamiejones@hotmail.co.uk.

What happens next

- Your redundancy claim has been sent to the Redundancy Payments Service.
- You can expect to receive a response within 5-7 days.
- If you have any questions, contact the Redundancy Payments Service quoting your National Insurance number

Address

Redundancy Payments Service
PO Box 16685
Birmingham
B2 2LX

Telephone

0330 331 0020

Opening hours

9am to 5pm

Email

redundancyclaims@insolvency.gsi.gov.uk

