

Please tick the box(es) and provide the reference(s) requested only for those matters for which you want HMRC to deal with your agent.

Individual*/Partnership*/Trust* Tax Affairs ☐

*delete as appropriate (including National Insurance)

Your National Insurance number (individuals only) ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ If you are self employed tick here

Unique Taxpayer Reference (UTR) (if applicable) ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ If UTR not yet issued tick here

If you are a Self Assessment taxpayer, we will send your Statement of Account to you, but if you would like us to send it to your agent instead, please tick here ☐

Tax credits

Your National Insurance number (only if not entered above)

If you have a joint tax credit claim and the other claimant wants HMRC to deal with this agent, they should sign here

Name

Signature

Joint claimant's National Insurance number

Give your personal details or company registered office here

Address
Postcode
Phone number

Corporation Tax

Company Registration Number

Company's Unique Taxpayer Reference

Give your agent's details here	
Address	
Postcode	
Phone number	
Agent codes (SA/CT/PAYE)	
Client reference	

NOTE: Do not complete this section if you are an employee. Only tick the box if you are an employer operating PAYE

Employer PAYE Scheme ☐

Employer PAYE reference

SA	<input type="checkbox"/>	<u> </u> / <u> </u> / <u> </u>	COTAX	<input type="checkbox"/>	<u> </u> / <u> </u> / <u> </u>
NIRS	<input type="checkbox"/>	<u> </u> / <u> </u> / <u> </u>	EBS	<input type="checkbox"/>	<u> </u> / <u> </u> / <u> </u>
COP	<input type="checkbox"/>	<u> </u> / <u> </u> / <u> </u>	VAT	<input type="checkbox"/>	<u> </u> / <u> </u> / <u> </u>
NTC	<input type="checkbox"/>	<u> </u> / <u> </u> / <u> </u>	COP link	<input type="checkbox"/>	<u> </u> / <u> </u> / <u> </u>

VAT (see notes 2 and 5 overleaf)

VAT Registration Number

If not yet registered tick here ☐