

Authorising your agent

Insert name of employer.

Please read the notes on the back before completing this authority. This authority allows us to exchange and disclose information about you with your agent and to deal with them on matters within the responsibility of HM Revenue & Customs (HMRC), as specified on this form. This overrides any earlier authority given to HMRC. We will hold this authority until you tell us that the details have changed.

Insert first line of employer's address.

Authorise HMRC to disclose information to

A4e

Agent name is A4e

The employer must sign the form.

Date: _____
Give your personal details or Company registered office here
Address: _____

Agent details

Give your agent's details here
Agent's name: **A4e payroll**
Address: **Enterprise House**
6-8 Yarm Road
Stockton on Tees
Agent's code: **ST83NA**
Client reference: _____

You do not need to enter anything in these sections.

For official use only

| | | | | | |
|------|---|---|-------|---|---|
| SA | 1 | 1 | ST8NA | 1 | 1 |
| SEIS | 1 | 1 | SES | 1 | 1 |
| SW | 1 | 1 | SW | 1 | 1 |
| STC | 1 | 1 | STC | 1 | 1 |

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

Individual/Partnership/Tax Affairs **agent**
Value as appropriate (including National Insurance)

Your National Insurance number (individuals only) **not used**
If you are self-employed tick here

Unique Taxpayer Reference (if applicable) **not used**
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 the agent, they should sign here

Signature _____

Joint claimant's National Insurance number

Corporation Tax
Company Registration number

Company's Unique Taxpayer Reference

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

WMT (see notes 2 and 5 on back)
VAT registration number

If you are registered for VAT

You do not need to complete any information on this half of the form. Do not put a line through it as it is utilised by the payroll team in Stockton