

Please ensure your entries are clear on both sides of the form.

Employer details

Employer name

PAYE tax reference

Note to employer

Complete this return for a director, or an employee who earned at a rate of £8,500 a year or more during **the year to 5 April**

2023.
Note to employer

Your employer has filled in this form, keep it in a safe place. You will need it to complete your 2023 -24 Tax **Return if you get one.**

Employee details

Employee name

Works number / department

Date of birth in figures (if known)

 If a director tick here

National Insurance number

Sex M – Male F – Female

Employers pay Class 1A National Insurance contributions on most benefits. These are shown in boxes which are brown and have a **1A** indicator.

A Assets transferred (cars, property, goods or other assets)

Description of asset	Cost/Market value	Amount made good or from which tax deducted	Cash equivalent
<input type="text"/>	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="1.12"/> <input type="text" value="0.00"/> 1A

B Payments made on behalf of employee

Description of payment	Tax on notional payments not borne by employee within 90 days of receipt of each notional payment
<input type="text" value="private education"/>	<input type="text" value="1.12"/> <input type="text" value="98.00"/>
	<input type="text" value="1.12"/> <input type="text" value="0.00"/>

C Vouchers or credit cards

Value of vouchers and payments made using credit cards or tokens	Gross amount	Amount made good or from which tax deducted	Cash equivalent
	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>	<input type="text" value="1.13"/> <input type="text" value="0.00"/>

D Living Accommodation

Cash equivalent of accommodation provided for employee, or his/her family or household	Cash equivalent
	<input type="text" value="1.14"/> <input type="text" value="0.00"/> 1A

E Mileage allowance and passenger payments

Amount of car and mileage allowances paid to employee for business travel in employee's own vehicle and passenger payments, in excess of maximum exempt amounts (See P11D Guide for 2006-07 exempt rates)	Taxable amount
	<input type="text" value="1.15"/> <input type="text" value="725.00"/>

F Cars and car fuel

If more than two cars were made available, either at the same time or in succession, please give details on a separate sheet

	Car 1		
	Make and Model	Free Lander HSE4.6	
	Date first registered	08/11/1996	
Approved CO2 emissions figure for cars registered on or after 1 January 1998	0 g/km	<input checked="" type="checkbox"/>	See P11D Guide for details of cars that have no approved CO2 figure
Tick box if the car does not have an approved CO2 figure	Engine size	4554 CC	
	Type of fuel or power used		
Please use the key letter shown in the P11D Guide	Dates car was available From	06/04/2021	to
Only enter a 'from' or a 'to' date if the car was first made available and /or be available in 2020 - 21	List price of car	33,358.00	
Including car and standard accessories only: if there is no list price, or if it is a classic car, employers see booklet 480; employees see leaflet IR172	Accessories All non-standard accessories, see P11D Guide	212.00	
Capital contributions (maximum £5,000) the employee made towards the cost of car or accessories	Amount paid by the employee for private use of the car	0.00	
	Date free fuel was withdrawn		<input type="checkbox"/>
	Tick if reinstated in year (see P11D Guide)		
	Cash equivalent of each car	9,808.80	
	Cash equivalent of fuel for each car	4,620.62	

F Cars and car fuel

If more than two cars were made available, either at the same time or in succession, please give details on a separate sheet

	Car 2		
	Make and Model	bmw bmw	
	Date first registered	01/10/2002	
Approved CO2 emissions figure for cars registered on or after 1 January 1998	180 g/km	<input type="checkbox"/>	See P11D Guide for details of cars that have no approved CO2 figure
Tick box if the car does not have an approved CO2 figure	Engine size	1998 CC	
	Type of fuel or power used	B	
Please use the key letter shown in the P11D Guide	Dates car was available From	01/09/2010	to 05/04/2010
Only enter a 'from' or a 'to' date if the car was first made available and /or be available in 2020 - 21	List price of car	21,200.00	
Including car and standard accessories only: if there is no list price, or if it is a classic car, employers see booklet 480; employees see leaflet IR172	Accessories All non-standard accessories, see P11D Guide	0.00	
Capital contributions (maximum £5,000) the employee made towards the cost of car or accessories	Amount paid by the employee for private use of the car	0.00	
	Date free fuel was withdrawn	05/04/2011	<input type="checkbox"/>
	Tick if reinstated in year (see P11D Guide)		
	Cash equivalent of each car	2,659.00	
	Cash equivalent of fuel for each car	1,806.12	

Total cash equivalent of all cars available in

1.16 12,467.80 1A

2023- 24 Total cash equivalent of fuel for all cars available in

1.17 6,426.74 1A

2023 - 24

G Vans

Cash equivalent of all vans made available for private use

1.18 £ 350.96 1A

H Interest-free and low interest loans

If the total amount outstanding on all loans does not exceed 5,000 at any time in the year, there is no need for details in this section.

	Loan 1
Number of joint borrowers (if applicable)	0
Amount outstanding at 5 April 2023 or at date loan was made if later	0.00
Amount outstanding at 5 April 2023 or at date loan was discharged if earlier	0.00
Maximum amount outstanding at any time in the year	0.00
Total amount of interest paid by the borrower in 2023 - 24 enter "NIL" if none was paid	0.00
Date loan was made in 2023 - 24 if applicable	
Date loan was discharged in 2023 - 24 if applicable	
Cash equivalent of loans after deducting any interest paid by the borrower	1.19 £ 0.00 1A

I Private medical treatment or insurance

	Cost to you	Amount made good or from which tax deducted	Cash equivalent
Private medical treatment or insurance	£ 0.00	£ 0.00	1.21 £ 0.00 1A

J Qualifying relocation expenses payments and benefits

Non-qualifying benefits and expenses go in sections M and N below

Excess over £ 8,000 of all qualifying relocation expenses payments and benefits for each move	1.22 £ 0.00 1A
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K Services supplied

	Cost to you	Amount made good or from which tax deducted	Cash equivalent
Services supplied to the employee	£ 0.00	£ 0.00	1.22 £ 0.00 1A

L Assets placed at the employee's disposal

Description of asset	Annual value plus expenses incurred	Amount made good or from which tax deducted	Cash equivalent
	£ 0.00	£ 0.00	1.22 £ 0.00 1A

M Other items (including subscriptions and professional fees)

Description of other items	Cost to you	Amount made good or from which tax deducted	Cash equivalent
	£ 0.00	£ 0.00	1.22 £ 0.00 1A
	£ 0.00	£ 0.00	1.22 £ 0.00
Income tax paid but not deducted from director's remuneration			1.22 £ 0.00

N Expenses payments made to, or on behalf of, the employee

Travelling and subsistence payments (except mileage allowance payments for employee's own car - see section E)

Cost to you		Amount made good or from which tax deducted		Taxable payment
82.00	-	0.00	=	1.23 82.00

Entertainment (trading organisations read P11D Guide and then enter a tick or a cross as appropriate here)

<input type="checkbox"/>	0.00	-	0.00	=	1.23 0.00
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General expenses allowance for business travel

0.00	-	0.00	=	1.23 0.00
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Payments for use of home telephone

333.00	-	0.00	=	1.23 333.00
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Non-qualifying relocation expenses

(those not shown in sections J or M)

0.00	-	0.00	=	1.23 0.00
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Description of other expenses

	0.00	-	0.00	=	1.23 0.00
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