

## Use from 06 April 2023 onwards

You must complete this form if there is a change that affects car benefits for an employee earning at the rate of £8,500 a year or more or a director for whom a car is made available for private use. Complete and return this form within 28 days of the end of the quarter to 5 July, 5 October, 5 January or 5 April in which the change takes place.

## Employer's details

Name

Phone number

PAYE reference

## Employee's or Director's details

Name

National Insurance number

Date of birth (if known) DD MM YYYY

Gender

Male

Female

## General details

Show here and on Page 2 any changes that have been made

We provided the employee or director with a car which is available for private

We replaced a car provided to the employee or director with another car which is available for private use.

If the employee has more than one car available for private use, please give details of the car that you replaced.

Make and Model

  

Engine size

We provided the employee or director with a second or further car, which is available for private use.

The employee has started to earn at the rate of £8,500 a year or more, or has become a director.

We have withdrawn a car provided to the employee or director and have not replaced it.

If you ticked this box, please complete the boxes below, and then go straight to the declaration overleaf. Do not complete the other sections

Date withdrawn DD MM YYYY

Please give details of the car withdrawn.

Make and model

  

Engine size