



1 Employer PAYE reference
Office number Reference number
999 / A213

2 Employee's National Insurance number
AB123456C

3 Title – enter MR, MRS, MISS, MS or other title
DR
Surname or family name
REDFORD
First or given name(s)
ROBERT

4 Leaving date DD MM YYYY
01 05 2025

5 Student Loan deductions
☐ Student Loan deductions to continue

6 Tax Code at leaving date
1257L
If week 1 or month 1 applies, enter 'X' in the box below.
Week 1/Month 1 ☐

7 Last entries on P11 Deductions Working Sheet.
Complete only if Tax Code is cumulative. If there is an 'X' at box 6 there will be no entries here.
Week number Month number 2

Total pay to date
£ 3000.00 p

Total tax to date
£ 384.00 p

8 This employment pay and tax. If no entry here, the amounts are those shown at box 7.
Total pay in this employment
£ p
Total tax in this employment
£ p

9 Works number/Payroll number and Department or branch (if any)
3
ADMIN

10 Gender. Enter 'X' in the appropriate box
Male ☒ Female ☐

11 Date of birth DD MM YYYY
01 01 1970

12 Employee's private address
191 BLANFORD ROAD, REIGATE, SURREY
RH2 7DP UNITED KINGDOM
Postcode
RH2 7DP

13 I certify that the details entered in items 1 to 11 on this form are correct.
Employer name and address
DEMO EMPLOYER COMPANY
NO 83 HEATHFIELD GARDEN LONDON
BR5 6BP UNITED KINGDOM
Postcode
BR5 6BP
Date DD MM YYYY
02 05 2025

To the employee

The P45 is in three parts. Please keep this part (Part 1A) safe. Copies are not available. You might need the information in Part 1A to fill in a Tax Return if you are sent one.

Please read the notes in Part 2 that accompany Part 1A. The notes give some important information about what you should do next and what you should do with Parts 2 and 3 of this form.

Tax credits

Tax credits are flexible. They adapt to changes in your life, such as leaving a job. If you need to let us know about a change in your income, phone 0845 300 3900.

To the new employer

If your new employer gives you this Part 1A, please return it to them. Deal with Parts 2 and 3 as normal.