



About this form

If you are a foreign national assigned to the UK, have paid too much tax and want to claim back the overpayment, fill in this form to make sure that the correct office receives your claim.

If your employment income has been dealt with under the tax equalisation arrangements, please note that your employer may be entitled to receive any repayment that arises from Self Assessment under the terms of that equalisation.

About Self Assessment

If you complete a Self Assessment tax return

We will usually send any repayment direct to your, or your nominee's, bank or building society account.

Complete questions 9 to 11 to give us the:

- name and address of the account holder
- account name and number
- branch sort code

If you or your nominee does not have a bank account, we can arrange repayment in the form of a payable order. You or your nominee will have to open a bank account, to cash it. Tell us at question 9 the name and address of the person who you want to receive the payable order.

If you don't complete a tax return

We will make your repayment in the form of a payable order, which must be paid into a bank or building society account. If you do not have a bank or building society account, please nominate someone who does to receive the order for you. Tell us at question 9 the name and address of the person who you want to receive the payable order.

How to contact us

If you need to contact us, please phone 03000 533148.
For our opening hours, go to www.gov.uk/contact-hmrc.

What you need to do now

Please fill in and sign this form using capital letters.

Your rights and obligations

'Your Charter' explains what you can expect from us and what we expect from you. For more information, go to www.gov.uk/hmrc/your-charter

About you

<div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;"> 1 Surname <input style="width: 90%; height: 20px;" type="text"/> </div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;"> 2 First name <input style="width: 90%; height: 20px;" type="text"/> </div> <div style="border: 1px solid #ccc; padding: 5px;"> 3 Address <input style="width: 90%; height: 20px;" type="text"/> <input style="width: 90%; height: 20px;" type="text"/> <input style="width: 90%; height: 20px;" type="text"/> <input style="width: 90%; height: 20px;" type="text"/> <input style="width: 90%; height: 20px;" type="text"/> <small>Postcode</small> </div>	<div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;"> 4 National Insurance number <input style="width: 20px; height: 20px;" type="text"/><input style="width: 20px; height: 20px;" type="text"/><input style="width: 20px; height: 20px;" type="text"/><input style="width: 20px; height: 20px;" type="text"/><input style="width: 20px; height: 20px;" type="text"/><input style="width: 20px; height: 20px;" type="text"/><input style="width: 20px; height: 20px;" type="text"/><input style="width: 20px; height: 20px;" type="text"/> </div> <div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;"> 5 Self Assessment reference If you complete a Self Assessment tax return enter your SA reference number below. <input style="width: 20px; height: 20px;" type="text"/><input style="width: 20px; height: 20px;" type="text"/><input style="width: 20px; height: 20px;" type="text"/><input style="width: 20px; height: 20px;" type="text"/><input style="width: 20px; height: 20px;" type="text"/><input style="width: 20px; height: 20px;" type="text"/><input style="width: 20px; height: 20px;" type="text"/><input style="width: 20px; height: 20px;" type="text"/> </div> <div style="border: 1px solid #ccc; padding: 5px;"> 6 Employer PAYE reference (if applicable) If you don't complete a tax return enter your PAYE reference number below. <input style="width: 20px; height: 20px;" type="text"/><input style="width: 20px; height: 20px;" type="text"/><input style="width: 20px; height: 20px;" type="text"/> / <input style="width: 20px; height: 20px;" type="text"/><input style="width: 20px; height: 20px;" type="text"/><input style="width: 20px; height: 20px;" type="text"/><input style="width: 20px; height: 20px;" type="text"/><input style="width: 20px; height: 20px;" type="text"/><input style="width: 20px; height: 20px;" type="text"/><input style="width: 20px; height: 20px;" type="text"/><input style="width: 20px; height: 20px;" type="text"/><input style="width: 20px; height: 20px;" type="text"/> </div>
---	--

Please turn over

About your repayment

7 Tell us the dates that you want to claim the repayment of overpaid tax

From DD MM YYYY

				2	0		
--	--	--	--	---	---	--	--

To DD MM YYYY

				2	0		
--	--	--	--	---	---	--	--

8 Who do you want to receive the amount due?

Yourself Agent Nominee

(tick one box)

If an agent, give their reference

--

9 Tell us the name and address of the account holder or person who will receive the repayment

Name
Address
Postcode

10 Tick the box which applies to you

The account is in my name

The account is in my nominee's name

The account is in my agent's name

11 Tell us the bank or building society details

Name of account holder or holders

--

Name of bank or building society

--

Bank or building society account number

--	--	--	--	--	--	--	--	--	--	--	--

Branch sort code

		-			-		
--	--	---	--	--	---	--	--

12 Claimant's signature

--

Date DD MM YYYY

				2	0		
--	--	--	--	---	---	--	--

What you need to do next

Please send this completed form to:
Charities, Savings and International 3
HM Revenue and Customs
BX9 1AJ