



Please read the '[Self-employment \(short\) notes](#)' to check if you should use this page or the 'Self-employment (full)' page.

i To get notes and helpsheets that will help you fill in this form, go to www.gov.uk/self-assessment-forms-and-helpsheets

<p>Your name</p> <input style="width: 90%;" type="text"/>	<p>Your Unique Taxpayer Reference (UTR)</p> <input style="width: 100%;" type="text"/>
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Business details

<p>1 Description of business</p> <input style="width: 90%; height: 30px;" type="text"/> <input style="width: 90%; height: 30px;" type="text"/>	<p>5 If your business started after 5 April 2016, enter the start date DD MM YYYY</p> <input style="width: 100%;" type="text"/>
<p>2 Postcode of your business address</p> <input style="width: 100%;" type="text"/>	<p>6 If your business ceased before 6 April 2017, enter the final date of trading DD MM YYYY</p> <input style="width: 100%;" type="text"/>
<p>3 If your business name, description, address or postcode have changed in the last 12 months, put 'X' in the box and give details in the 'Any other information' box of your tax return</p> <input style="width: 20px; height: 20px;" type="checkbox"/>	<p>7 Date your books or accounts are made up to - read the notes</p> <input style="width: 100%;" type="text"/>
<p>4 If you are a foster carer or shared lives carer, put 'X' in the box - read the notes</p> <input style="width: 20px; height: 20px;" type="checkbox"/>	<p>8 If you used the cash basis, money actually received and paid out, to calculate your income and expenses put 'X' in the box - read the notes</p> <input style="width: 20px; height: 20px;" type="checkbox"/>

Business income - if your annual business turnover was below £83,000

<p>9 Your turnover - the takings, fees, sales or money earned by your business</p> <p>£ <input style="width: 100%;" type="text"/></p>	<p>10 Any other business income not included in box 9</p> <p>£ <input style="width: 100%;" type="text"/></p>
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Allowable business expenses

If your annual turnover was below £83,000 you may just put your total expenses in box 20, rather than filling in the whole section.

<p>11 Costs of goods bought for resale or goods used</p> <p>£ <input style="width: 100%;" type="text"/></p>	<p>16 Accountancy, legal and other professional fees</p> <p>£ <input style="width: 100%;" type="text"/></p>
<p>12 Car, van and travel expenses - after private use proportion</p> <p>£ <input style="width: 100%;" type="text"/></p>	<p>17 Interest and bank and credit card etc financial charges</p> <p>£ <input style="width: 100%;" type="text"/></p>
<p>13 Wages, salaries and other staff costs</p> <p>£ <input style="width: 100%;" type="text"/></p>	<p>18 Phone, fax, stationery and other office costs</p> <p>£ <input style="width: 100%;" type="text"/></p>
<p>14 Rent, rates, power and insurance costs</p> <p>£ <input style="width: 100%;" type="text"/></p>	<p>19 Other allowable business expenses - client entertaining costs are not an allowable expense</p> <p>£ <input style="width: 100%;" type="text"/></p>
<p>15 Repairs and maintenance of property and equipment</p> <p>£ <input style="width: 100%;" type="text"/></p>	<p>20 Total allowable expenses - total of boxes 11 to 19</p> <p>£ <input style="width: 100%;" type="text"/></p>

Net profit or loss

<p>21 Net profit – if your business income is more than your expenses (if box 9 + box 10 minus box 20 is positive)</p> <p>£ <input type="text"/> . <input type="text"/> <input type="text"/> <input type="text"/></p>	<p>22 Or, net loss – if your expenses exceed your business income (if box 20 minus (box 9 + box 10) is positive)</p> <p>£ <input type="text"/> . <input type="text"/> <input type="text"/> <input type="text"/></p>
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Tax allowances for vehicles and equipment (capital allowances)

There are 'capital' tax allowances available for vehicles and equipment used in your business. (Please don't include the cost of these in your business expenses.)

<p>23 Annual Investment Allowance</p> <p>£ <input type="text"/> . <input type="text"/> <input type="text"/> <input type="text"/></p>	<p>25 Other capital allowances</p> <p>£ <input type="text"/> . <input type="text"/> <input type="text"/> <input type="text"/></p>
<p>24 Allowance for small balance of unrelieved expenditure</p> <p>£ <input type="text"/> . <input type="text"/> <input type="text"/> <input type="text"/></p>	<p>26 Total balancing charges – where you have disposed of items for more than their tax value</p> <p>£ <input type="text"/> . <input type="text"/> <input type="text"/> <input type="text"/></p>

Calculating your taxable profits

Your taxable profit may not be the same as your net profit. Please read the 'Self-employment (short) notes' to see if you need to make any adjustments and fill in the boxes which apply to arrive at your taxable profit for the year.

<p>27 Goods and/or services for your own use – read the notes</p> <p>£ <input type="text"/> . <input type="text"/> <input type="text"/> <input type="text"/></p>	<p>29 Loss brought forward from earlier years set off against this year's profits – up to the amount in box 28</p> <p>£ <input type="text"/> . <input type="text"/> <input type="text"/> <input type="text"/></p>
<p>28 Net business profit for tax purposes (if box 21 + box 26 + box 27 minus (boxes 22 to 25) is positive)</p> <p>£ <input type="text"/> . <input type="text"/> <input type="text"/> <input type="text"/></p>	<p>30 Any other business income not included in box 9 or box 10 – for example, non arm's length reverse premiums</p> <p>£ <input type="text"/> . <input type="text"/> <input type="text"/> <input type="text"/></p>

Total taxable profits or net business loss

If your total profits from all Self-employments and Partnerships for 2016-17 are less than £5,965, you do not have to pay Class 2 National Insurance contributions, but you may want to pay voluntarily (box 36) to protect your rights to certain benefits. Read the notes.

<p>31 Total taxable profits from this business (if box 28 + box 30 minus box 29 is positive)</p> <p>£ <input type="text"/> . <input type="text"/> <input type="text"/> <input type="text"/></p>	<p>32 Net business loss for tax purposes (if boxes 22 to 25 minus (box 21 + box 26 + box 27) is positive)</p> <p>£ <input type="text"/> . <input type="text"/> <input type="text"/> <input type="text"/></p>
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Losses, Class 2 and Class 4 National Insurance contributions (NICs) and CIS deductions

If you have made a loss for tax purposes (box 32), read the 'Self-employment (short) notes' and fill in boxes 33 to 35 as appropriate.

<p>33 Loss from this tax year set off against other income for 2016-17</p> <p>£ <input type="text"/> . <input type="text"/> <input type="text"/> <input type="text"/></p>	<p>36 If your total profits for 2016-17 are less than £5,965 and you choose to pay Class 2 NICs voluntarily, put 'X' in the box – read the notes</p> <p><input type="checkbox"/></p>
<p>34 Loss to be carried back to previous year(s) and set off against income (or capital gains)</p> <p>£ <input type="text"/> . <input type="text"/> <input type="text"/> <input type="text"/></p>	<p>37 If you are exempt from paying Class 4 NICs, put 'X' in the box – read the notes</p> <p><input type="checkbox"/></p>
<p>35 Total loss to carry forward after all other set-offs – including unused losses brought forward</p> <p>£ <input type="text"/> . <input type="text"/> <input type="text"/> <input type="text"/></p>	<p>38 Total Construction Industry Scheme (CIS) deductions taken from your payments by contractors – CIS subcontractors only</p> <p>£ <input type="text"/> . <input type="text"/> <input type="text"/> <input type="text"/></p>