HM Revenue & Customs

Authorising your agent

Please read the notes on the back before completing this authority. This authority allows us to exchange and disclose information about you with your agent and to deal with them on matters within the responsibility of HM Revenue & Customs (HMRC), as specified on this form. This overrides any earlier authority given to HMRC. We will hold this authority until you tell us that the details have changed.

I, *(print your name)* Enter Full Name

of *(name of your business, company or trust if applicable)*

authorise HMRC to disclose information to

(agent's business name)

who is acting on my/our behalf. This authorisation is limited to the matters shown on the right-hand side of this form.

Signature *see note 1 before signing*

X

(Company Director)

Date

DD/MM/YYYY

Give **your personal** details or Company registered office here

Address	Registered Office
	51 Market Place
	Warminster
	Wiltshire
Postcode	BA12 9AZ
Telephone number	

Give **your agent's** details here

Address	
Postcode	
Telephone number	
Agent codes (SA/CT/PAYE)	
Client reference	PSC( )

For official use only

SA		/ /	COTAX		/ /
NIRS		/ /	EBS		/ /
COP		/ /	VAT		/ /
NTC		/ /	COP link		/ /

Please tick the box(es) and provide the reference(s) requested *only* for those matters for which you want HMRC to deal with your agent.

Individual*/Partnership*/Trust* Tax Affairs ☐
**delete as appropriate* (including National Insurance).

Your National Insurance number *(individuals only)*

☐☐ ☐☐ ☐☐ ☐☐ ☐ *If you are self employed tick here* ☑

Unique Taxpayer Reference *(if applicable)*

☐☐☐☐☐☐☐☐☐☐ *If UTR not yet issued tick here* ☐

If you are a Self Assessment taxpayer, we will send your Statement of Account to you, but if you would like us to send it to your agent instead, please tick here ☐

Tax Credits ☐

Your National Insurance number *(only if not entered above)*

☐☐ ☐☐ ☐☐ ☐☐ ☐

If you have a joint Tax Credit claim and the other claimant wants HMRC to deal with this agent, they should sign here

Name

Signature

Joint claimant's National Insurance number

☐☐ ☐☐ ☐☐ ☐☐ ☐

Corporation Tax ☑

Company Registration number

☐☐☐☐☐☐☐☐

Company's Unique Taxpayer Reference

☐☐☐☐☐☐☐☐☐☐

Employer PAYE Scheme ☑

Employer PAYE reference

Accounts Office reference

VAT ☐ *(see notes 2 and 5 overleaf)*

VAT registration number

☐☐☐☐☐☐☐☐☐ *If not yet registered tick here* ☑