

P60 End of Year Certificate

Tax year to 5 April

2017

To the employee:

Please keep this certificate in a safe place as **you will need it if you have to fill in a tax return. You also need it to make a claim for tax credits or to renew your claim.**

It also helps you check that your employer is using the correct National Insurance number and deducting the right rate of National Insurance contributions.

By law you are required to tell HM Revenue & Customs about any income that is not fully taxed, even if you are not sent a tax return.

HM Revenue & Customs

The figures marked * should be used for your tax return, if you get one

Employee's details

Surname

JAMES

Forenames or initials

SALLY

National Insurance number

NH000000F

Works/payroll number

12345

Pay and Income Tax details

	Pay		Tax deducted	
	£	p	£	p
In previous employment(s)		0.00		0.00
In this employment	*	30000.00		3799.99
Total for year		30000.00		3799.99
			Final tax code	1100L

National Insurance contributions in this employment

NIC table letter	Earnings at the Lower Earnings Limit (LEL) (where earnings are equal to or exceeding the LEL)	Earnings above the LEL, up to and including the Primary Threshold (PT)	Earnings above the PT, up to and including the Upper Earnings Limit (UEL)	Employee's contributions due on all earnings above the PT
	£	£	£	£ p
A	5824	2236	21940	2632.80

Statutory payments

Included in the pay 'In this employment' figure above

Statutory Maternity Pay	£	p	0.00	Statutory Paternity Pay	£	p	0.00	Statutory Shared Parental Pay	£	p	0.00
Statutory Adoption Pay	£	p	0.00								

Other details

Student Loan deductions in this employment (whole £s only)

£

0

To employee

Sally James
Flat 5, The Big House
Long Street
Nice Town
Georgous County
PE77 1PQ

Your employer's full name and address (including postcode)

Jolly Little Co Limited
Unit 12
The Industrial Estate
Nice Town
PE77 9HJ

Employer PAYE reference

120 / K12345

Certificate by Employer/Paying Office:

This form shows your total pay for Income Tax purposes in this employment for the year.

Any overtime, bonus, commission etc, Statutory Sick Pay, Statutory Maternity Pay, Statutory Paternity Pay, Statutory Shared Parental Pay or Statutory Adoption Pay is included.