

Our reference

**CAR PTI Operations
Room 230
St John's House
Merton Road
BOOTLE
L75 1BB**

Non-resident Landlords Scheme – Annual Information Return

Annual Return for the year ended

Complete this Return and send it to us at the address shown to arrive no later than **5 July**.

To make the Return:

- read the enclosed NRLY Notes
- fill in the relevant columns over the page
- continue on separate continuation sheets NRLY Cont., *if necessary*
- enter the number of continuation sheets attached, *if appropriate*
- enter the number of non-resident landlords shown on this Return and any continuation sheets
- sign and date the Declaration below.

Declaration

The information I have given is correct and complete to the best of my knowledge and belief. It is a serious offence to make a false declaration.

Name in full *use capital letters*

Signature

Daytime phone number

Date *DD MM YYYY*If you need more help to complete this Return or need continuation sheets, please phone us on **0151 472 6257**

Annual Return

Details of each non-resident landlord

Column A

Column B

Column C

Column D

Column E

Landlord's name and address

CAR (Residency)
Approval number

Rental income
(£)

Expenses, if any
(£)

Tax, if any
(£)

Total tax from all accompanying continuation sheets

Total tax *

Tax paid through the year

NRLQ 1 (June) £

NRLQ 2 (Sept) £

NRLQ 3 (Dec) £

NRLQ 4 (Mar) £

Total* £

If you have deducted tax in the year do not forget you must provide the landlord with a certificate of tax liability for the year to 31 March by 5 July

**These figures should agree. If they do not, please check for discrepancies or explain why in a covering note.*