

# P60 End of Year Certificate

## Employee's details

Tax year to 5 April **2011**

Surname

Works/payroll number

For information only

### To the

Please keep this certificate as you **will 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*

## Pay and Income Tax details

	Pay		Tax deducted	
	£	p	£	p
In previous employment(s)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
In this employment	<input style="border: 2px solid #003366;" type="text"/>	<input style="border: 2px solid #003366;" type="text"/>	<input type="text"/>	<input type="text"/>
Total for year	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

*if refund mark 'R'*

Employee's Widows & Orphans/Life Assurance contributions in this employment

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

For information only

## National Insurance contribution

NIC table letter	Earnings at the Lower Earnings Limit (LEL) (where earnings are equal to or exceed the LEL)	Earnings above the LEL, up to and including the Earnings Threshold (ET)	Earnings above the LEL, up to and including the Upper Accrual Point (UAP)	Earnings above the LEL, up to and including the Upper Earnings Limit (UEL)	Earnings above the UEL
	£	£	£	£	£ p
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Statutory payments included in the pay 'In this employment' figure above**

Statutory Maternity Pay	£	p	<input type="text"/>	<input type="text"/>
Statutory Paternity Pay	£	p	<input type="text"/>	<input type="text"/>
Statutory Adoption Pay	£	p	<input type="text"/>	<input type="text"/>

## Other details

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

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

To employee

Employer PAYE reference

**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 or Statutory Adoption Pay is included.