

ISSUING OFFICE ADDRESS LINE 1-----X
ISSUING OFFICE ADDRESS LINE 2-----X
ISSUING OFFICE ADDRESS LINE 3-----X
ISSUING OFFICE ADDRESS LINE 4-----X
ISSUING OFFICE ADDRESS LINE 5-----X
ISSUING OFFICE ADDRESS LINE 6-----X
POSTCODE X

v1.0_05.09.05

REPRINT-REFERENCE--X 999

RECIPIENT NAME LINE 1 -----X
RECIPIENT NAME LINE 2 -----X
ADDRESS LINE 1 -----X
ADDRESS LINE 2 -----X
ADDRESS LINE 3 -----X
ADDRESS LINE 4 -----X
ADDRESS LINE 5 -----X
POSTCODE X

Unique tax reference (UTR)
99999 99999

Accounts Office reference
999PA99999999

CIS Helpline **9999 999 9999**

Date 99 XXXXXXXXXXXX 9999

Construction Industry Scheme

Contractor's monthly return for period ending **99/99/9999**

We have received your Contractor's monthly return for the above period which is too far in advance for us to accept at this time.

If you have entered the period incorrectly, please call the CIS Helpline on the above number so that we can correct it. If not, you will need to send in another Contractor's monthly return for this period at the right time.