

## Annual return of statistical information

These notes will help you complete this form. If you need further information please refer to Chapter 15 of the *Guidance Notes for ISA Managers*.

This form does not have to be reviewed by your external auditors.

You are required to make a market valuation of JISA investments under management at 5 April each year.

You must report the value of all JISAs held by each investor regardless of the date of last subscription.

Please use capital letters and black ink.

Make sure that your return reaches us **no later than 4 June** following the end of the tax year.

Send the completed form to us at:

Savings Schemes Office

Services Team 1

St John's House

Merton Road

LIVERPOOL

L75 1BB

**You cannot make a claim after 4 June until the Savings Schemes Office have received your completed form.**

### Tax year

You must tell us the tax year in which the end of the return period falls. For example, a return made for the tax year ended 5 April 2012, should be completed '2012'.

### Stocks and Shares JISA

Valuation of all amounts held under management in each specified type of qualifying investment in Stocks and Shares JISAs. For further information please refer to Chapter 10 of the *Guidance Notes for ISA Managers*.

### Cash JISA

Valuation of all amounts held under management in each specified type of qualifying investment in Cash JISAs. For further information please refer to Chapter 8 of the *Guidance Notes for ISA Managers*.

### Number of accounts held

In boxes JN01 and JN02 you should separately report the numbers of Stocks and Shares and Cash JISAs held at the end of the tax year, whether or not a subscription was made to the account. The numbers of accounts must be consistent with the corresponding market valuations reported in boxes JV13 and JV17. JISAs which become *adult* ISAs during the year, or are closed, should be excluded.

