

Employer's PAYE reference

YOU AND ONLINE PAYE FILING

'Online filing' means sending information direct to our computer, cutting out paper.

New laws mean that some employers must soon start sending in end of year returns (P14 and P35 data) using online filing.

This notice is to let you know that our records show that the type of return you make does **not** have to be filed online.

But if you do have any employees, or take on staff in the future, let us know. You may be able to claim up to £825 tax-free over five years if you start to file online early.

You can also pay your tax, National Insurance contributions and student loan deductions electronically.

If you want to know more about online filing

- go to www.inlandrevenue.gov.uk/825
- or call 08457 646 646 for a free copy of *Do it online, your guide to filing PAYE returns and paying electronically*.

For more about how to pay electronically

- go to www.inlandrevenue.gov.uk/howtopay/payee.htm
- call 08457 646 646 for a free copy of *Do it online, your guide to filing PAYE returns and paying electronically*
- call Accounting & Payment Service Cumbernauld (01236 783717) or Shipley (01274 539328).