

Name

Tax reference

Fill in these boxes first

If you have answered 'Yes' to Question 1, fill in Pages MSP1 and MSP2. If you want help, look up the box numbers in the Notes on Scottish Parliament. They are colour-coded to match the form. You will see that box numbers do not run consecutively throughout - missing numbers refer to information you do not need to enter on these Pages.

Details of office

Date Membership started **1.3** / /

finished **1.4** / /

Tick box 1.6 if you held Ministerial office **1.6**

Income from office

■ **Money - see notes on page MSPN2**

	Before tax
● Payments from P60 (or P45 or payslips)	1.8 £
● Other payments (excluding expenses entered below)	1.10 £
	Tax deducted
● Tax deducted from payments in boxes 1.8 and 1.10	1.11 £

■ **Benefits, expenses and balancing charges - see notes on pages MSPN2 to MSPN4**

● Accommodation excluding Overnight Subsistence Allowance	Amount 1.14 £	● Other cash reimbursements	Amount 1.19 £
● Members Support Allowance and Support Fund - employees and contingencies - non capital items	Amount 1.16 £	● All other benefits	Amount 1.22 £
● Members Support Allowance - capital items	Amount 1.17 £	● Balancing charges	Amount 1.23 £

Income from office continued

■ Lump sums and compensation payments or benefits

You must read the notes on page MSPN4 and fill in Help Sheet IR204 before filling in boxes 1.24 to 1.30

Reliefs

- £30,000 exemption £
- Disability £
- Retirement and death lump sums £

Taxable lump sums

- From box B of Help Sheet IR204 £
- From box K of Help Sheet IR204 £
- From box L of Help Sheet IR204 £
- Tax deducted from payments in boxes 1.27 to 1.29 £ Tax deducted

■ Expenses paid out by you - see notes on page MSPN4

- Secretarial, clerical, research assistants and other office expenses £
- Other expenses and capital allowances £

Student Loans

- Student Loans repaid by deduction by employer £

1.40 Additional information

- Staff costs
- Office running costs
- Other expenses
- Capital allowances

Now fill in any other supplementary Pages that apply to you.
Otherwise, go back to page 2 in your Tax Return and finish filling it in. 