

Personal representatives (who can be either executors or administrators) should use this form to advise beneficiaries about income from the residue of the estate of a deceased person:

- for each year during the administration of the estate if a 'sum' is paid to the beneficiary in that year, and
- for the year in which the administration of the estate is completed.

The beneficiary's estate income for the year ended 5 April is the deemed income shown on page 2 of this form.

The beneficiary	The deceased person
<p>Full name of beneficiary</p> <input type="text"/> <input type="text"/>	<p>Full name of deceased person</p> <input type="text"/> <input type="text"/>
<p>Address</p> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<p>Date of death DD MM YYYY</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"/>
<p>Postcode</p> <input type="text"/>	

Notes for personal representatives

Personal representatives should complete the relevant boxes on page 2 and give the form to the beneficiary. There is information on page 2 to help you do this.

For the purpose of this form, a 'sum' includes cash, assets transferred or appropriated, and debts set off or released.

If the administration period has been ongoing for more than a year, the following example shows how to work out the income which each beneficiary should show in their Tax Return/repayment form.

Step 1

Add the net amount of the beneficiary's share of the residuary income for the tax year to any net amount brought forward.

Step 2

Compare the figure in Step 1 with the sum paid to the beneficiary in the tax year.

- If the sum paid is greater than or equal to the result of Step 1, the beneficiary's share of residuary income for the tax year is the amount at Step 1.
- If the sum paid is less than the result of Step 1, the beneficiary's share is the sum actually paid in the tax year. The balance of the beneficiary's entitlement is carried forward to the next tax year, and will then be their income entitlement in the next year if no distributions are made.

For the final tax year of the administration period, the beneficiary's share of residuary income will be treated as having been fully paid.

Notes for beneficiaries

Keep this form and refer to it if making a Tax Return or claiming a tax repayment.

If you need to complete a Tax Return the box numbers on page 2 match those on the *Trusts etc.* pages (SA107) of the Tax Return. Transfer the amounts of income after tax taken off from those boxes to the corresponding boxes on the SA107.

If you need to claim a tax repayment transfer the figures to the relevant boxes in the R40 *Claim for repayment of tax deducted from savings and investments*, as follows:

- income and tax paid or tax credit at box 16 to boxes 4.3 and 4.4 on the R40
- income and tax paid or tax credit at box 17 to boxes 4.5 and 4.6 on the R40
- income and tax paid or tax credit at box 18 to boxes 6.1 to 6.4 (as appropriate) on the R40
- income at box 20 to box 4.10 on the R40
- income and tax paid or tax credit at box 21 to boxes 4.7 and 4.8 on the R40.

Please note that the tax described as 'non-repayable' or 'non-payable' cannot be repaid.

