

# P60 End of Year Certificate

Tax year to 5 April **2009**

## Employee's details

Surname

Forenames or initials

National Insurance number  Works/payroll number

### To the employee:

Please keep this certificate in a safe place as **you will need it if you have to fill in a Tax Return or make a claim for Tax Credits.**

It also helps you check that your employer is using the correct National Insurance number and deducting the right rate of National Insurance contributions.

**By law you are required to & Customs about any income that is not fully taxed, even if you are not sent a Tax Return.**

HM REVENUE & CUSTOMS

## Pay and Income Tax details

**INFORMATION ONLY**

	Pay		Tax deducted	
	£	p	£	p
In previous	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
In this employment	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total for year	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

*if refund mark 'R'*

Employee's Widows & Orphans/Life Assurance contributions in this employment

Final tax code

*The figures marked ★ should be used for your Tax Return, if you get one*

## National Insurance contributions in this employment

NIC table letter	Earnings up to and including the Earnings Threshold (where earnings are equal to or exceed the Lower Earnings Limit)	Earnings above the Earnings Threshold, up to and including the Upper Earnings Limit	Employee's contributions
	£	£	£ 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"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Statutory payments included in the pay 'In this employment' figure above	Statutory Maternity Pay	<input type="text"/>	Statutory Paternity Pay	<input type="text"/>	Statutory Adoption Pay	<input type="text"/>
		£ p		£ p		£ p

## Other details

Student Loan Deductions in this employment (whole £s only)

## Your employer's full name and address (including postcode)

**INFORMATION ONLY**

### To employee

Employer PAYE reference

**Certificate by Employer/Paying Office:**  
 This form shows your total pay for Income Tax purposes in this employment for the year.  
 Any overtime, bonus, commission etc, Statutory Sick Pay, Statutory Maternity Pay, Statutory Paternity Pay or Statutory Adoption Pay is included.