

IM57441

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BIRCHLAND EXECUTIVE PENSION
SCHEME
DAWS HOUSE
33-35 DAWS LANE
MILL HILL
LONDON
NW7 4SD

**Debt Management and Banking**

Helen Bilbao
HMRC
DMB 422
BX5 5AB

Dear Sir/Madam

Phone 0300 200 3817
www.hmrc.gov.uk

Date of issue 8 May 2014

Reference 475 P Y 00196120

2013-14 Amount Due £7890.57

Our records show you have not paid the full amount due on the attached Statement of Liabilities.

The Statement shows that one or more of the following are due:

- *Underpayments* – this is where you have not paid enough based on your Real Time Information (RTI) submissions for Pay As You Earn (PAYE).
- *Specified charges* - these are amounts we have estimated to be due when we have not received the necessary RTI PAYE submissions. We base these on your previous filing and payment history. We do this under Regulation 75A Income Tax (Pay As You Earn) Regulations 2003.
- *Outstanding Construction Industry Scheme (CIS) payments* or outstanding advance amounts.

If you have registered for the PAYE online service you will be able to use the HMRC Business Tax Dashboard to view a summary of your payments and liabilities. For more information go to

www.hmrc.gov.uk/payerti/paying/pay-tax-dashboard.htm

Please pay in full now. To pay go to www.hmrc.gov.uk/payerti/index.htm

When paying us late electronically you need to give us the year and month your payment relates to so that we can correctly allocate it. To do this use your 13 character reference shown above and add 4 additional characters for the year and month as shown on the reference checker at www.hmrc.gov.uk/tools/payinghmrc/pay-index.htm

Information is available in large print, audio tape and braille formats.
Type talk service prefix number - 18001.

We know that RTI is new to employers and we want to help you to get it right. Please make sure you send us any outstanding submissions straightaway to:

- Tell us what you have paid your employees.
- Tell us about any deductions you want to make (for example, recovery of statutory payments).
- Tell us if you haven't paid anyone in a tax period.

If you want to talk about the amount due please call **0300 200 3817**.

Yours faithfully

Officer of Revenue and Customs

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Statement of liabilities

BIRCHLAND EXECUTIVE PENSION
SCHEME

8 May 2014

Reference 475 P 196120

Period ended	Description	Unpaid amount
05-03-2014	PAYE Specified Charge Tax	7890.57
Total unpaid amount		£ 7890.57
Interest accruing, per day, until payment £ 0.00		

▼ If you need to use the payslip, please detach here ▼

IDMS99P



*Trans
cash*

Payslip



bank giro credit



158

Reference

475PY0019612014110

Credit account number

157 8049

Amount due
(no fee payable at PO counter)

£ 7890.57

CHEQUE ACCEPTABLE

For official use

BIRCHLAND EXECUTIVE PENSION
SCHEME

Signature

Date

NATWEST BANK PLC
COLLECTION A/C
HM REVENUE & CUSTOMS

CASH

CHEQUE

£

57-80-49

HMRC 12/13

Please do not fold this payslip or write or mark below this line

475PY0019612014110 &7241578049 007890575 74 X

Paying HMRC

Please ensure your payment reaches us by the due date.

We recommend the payment methods shown at 1 – 5 below. These are the most secure and efficient

1 Direct Debit



To set up a Direct Debit payment go to www.hmrc.gov.uk/login then go to log in or sign up for the appropriate online service.

2 Direct Payment



Using the internet or phone, provide your bank or building society with the following information to make a Direct Payment:

- payment amount
- sort code 08-32-10
- account name 'HMRC'
- account number 12001020
- your reference as shown on the payslip.

3 BillPay



Pay online using your debit or credit card. Go to www.billpayment.co.uk/hmrc and follow the guidance.

4 Your Bank



If your bank offers this service, take the payslip and payment to any branch of your bank. Any cheque must be drawn on your bank, and made payable to 'HM REVENUE & CUSTOMS ONLY'.

Other banks may refuse to accept payment.

5 Post Office



Take the payslip with your payment to any participating Post Office. If paying by cheque, make your cheque payable to 'POST OFFICE LTD'. The Post Office also accept payment by debit card.

6 Post



If you use this method:

- make your cheque payable to 'HM REVENUE & CUSTOMS ONLY' followed by your payslip reference
 - send the payslip and your cheque, both unfolded, to HM Revenue & Customs (in the return envelope, if provided).
- A stamp for the correct postage is required.

If you do not have a return envelope, please send your cheque to:

HM Revenue & Customs,
BRADFORD BD98 1YY

Further payment information

You can find further payment information online. Go to www.hmrc.gov.uk/payinghmrc

Please do not write or mark below this perforation