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Debt Management

DM PAYE HMRC BX9 1EW



37500

Phone

03000 543764

www.gov.uk

Dear Sir/Madam

Date of issue 25 January 2018 Reference 475 P J 00198065

Notice requiring payment of PAYE/NIC: £29158.16

We note you appear to have taken no action to pay the above amount, despite our previous letter.

If you don't agree this amount is due you should make any amendments which are required to your previous submissions and make any outstanding submissions immediately.

Please pay off any outstanding amounts now. If you are unable to pay in full, or believe you have made a payment which is not shown on the attached statement of liabilities, phone us without further delay. Please have all relevant information to hand before contacting us.

If you've already paid, thank you, there's no need to contact us. If not, please act now.

If you have registered for PAYE online for employers, you can view a summary of your payments and what you owe. For more information, go to www.gov.uk/paye-online

If you have an agent or representative, you may wish to show them this letter

Yours faithfully

Officer of Revenue and Customs

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



Paying HMRC

Secure and efficient ways to pay

Make sure you pay us by the deadline.

Direct Debit

To set up a Direct Debit payment, go to www.gov.uk/pay-tax-direct-debit and follow the instructions.

Bank details for online or telephone banking, CHAPS, Bacs

You can make a transfer from your bank account by Faster Payments, CHAPS or Bacs. Use sort code 08-32-10, account number 12001020 and account name 'HMRC Shipley'.

Your payment reference is 475PJ001980651808.

By debit or credit card online

Go to www.gov.uk/pay-tax-debit-credit-card and follow the instructions.

At your bank or building society

Take your payslip to your branch and pay by cash or cheque. Make cheques payable to 'HM Revenue and Customs only' followed by your payment reference 475PJ001980651808.

At the Post Office

Take your payslip to any participating Post Office and pay by debit card, cash or cheque made payable to 'Post Office Ltd'.

Other ways to pay

By cheque through the post

Make your cheque payable to 'HM Revenue and Customs only' followed by your payment reference 475PJ001980651808.

Send your payslip and cheque to: HM Revenue and Customs Direct BX5 5BD

Don't fold either the payslip or the cheque or fasten them together.

Payment questions?

For further payment information, go to www.gov.uk/dealing-with-hmrc/paying-hmrc

