



HM Revenue  
& Customs



## PAYE - Notice to employer of employee's tax code

004/00004219/DM44997  
REGISTERED SCHEME ADMINISTRATORS LI  
UNIT 12, VENTURE WALES  
MERTHYR TYDFIL INDUSTRIAL PARK  
PENTREBACH  
MERTHYR TYDFIL  
CF48 4DR

389001

### Issued by

PAY AS YOU EARN  
HM REVENUE AND CUSTOMS  
BX9 1AS

### Employer PAYE

reference 120/AB67755

Date 7 FEBRUARY 2021

## Use this tax code for the tax year shown

### Employee's name

MR ANDREW ODY

### National Insurance number

NE 43 95 85 A

### Works or payroll number

CB29380B6B758AD0

### Tax code

The code for this employee is

0T

Please use this tax code for the tax year to 5 April

2022

## Instructions for the employer

- 1 Keep this form, as your authority for 3 years.
- 2 Please make sure that you put the employee's National Insurance number on:
  - your payroll records
  - the end of year documents that you send in after 5 April

If the National Insurance number already on your records is different from the number shown above, please tell your HM Revenue & Customs (HMRC) office.

- 3 If the employee has left your employment, please destroy this form. **Do not send it back to HMRC.** Instead send the Full Payment Submission leaver statement to us, if you have not already done so.