



PAYE - Notice to employer of employee's tax code

Issued by

PAY AS YOU EARN HM REVENUE AND CUSTOMS BX9 1AS

020/00005853/DM44997
REGISTERED SCHEME ADMINISTRATORS LI
UNIT 12, VENTURE WALES
MERTHYR TYDFIL INDUSTRIAL PARK
PENTREBACH
MERTHYR TYDFIL
CF48 4DR 389000

Employer PAYE reference 120/AB67755

Date 16 FEBRUARY 2021

Use this tax code for the tax year shown

MRS MARY LINDA BUCKLEY	
National Insurance number	
YL 76 04 64 B	
Works or payroll number	
40E84709E9B0EBA6	
Tax code	
The code for this employee is	· ·
K4253	

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.

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