



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

## Issued by

PAY AS YOU EARN HM REVENUE AND CUSTOMS BX9 1AS

004/00004219/DM44997
REGISTERED SCHEME ADMINISTRATORS LI
UNIT 12, VENTURE WALES
MERTHYR TYDFIL INDUSTRIAL PARK
PENTREBACH
MERTHYR TYDFIL
CF48 4DR 389001

Employer PAYE reference 120/AB67755

Date 7 FEBRUARY 2021

## Use this tax code for the tax year shown

Employee's name		
MRS DEBORAH ANN FREEMAN		
National Insurance number		
WP 32 19 98 C		
Works or payroll number		
738503339511F5F6		
Tax code		
The code for this employee is		
1257L		
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.

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