



HM Revenue & Customs

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REGISTERED SCHEME
ADMINISTRATORS LIMITED
UNIT 12, VENTURE WALES
MERTHYR TYDFIL INDUSTRIAL
PARK, PENTREBACH
MERTHYR TYDFIL
CF48 4DR

DM PAYE
HM Revenue and Customs
BX9 1EW



Phone 0300 200 3819
www.gov.uk



Dear Sir/Madam

Date of issue 15 September 2020

Reference 120 P B 01507239

Amount still due: £661.83

Our records show that we haven't received payment for the amount overdue. Details are on the enclosed statement of liability.

Please pay now. Interest and penalties are charged on late payments, so paying now will help you avoid these.

How to pay

You'll find everything you need to pay online:

- Go to GOV.UK and search 'paying HMRC'.
- Go to the PAYE guidance and follow the step-by-step instructions.

Please make sure you use the right reference for each type of tax so we can bring your records up to date quickly and avoid the need for further contact.

If you can't pay

Please call us to discuss this on 0300 200 3819. We may be able to offer you support by agreeing a payment plan, where you can pay over time, in instalments. You will need to have details of your income and expenditure when you call so we can make sure your payments are affordable.

If you have paid

If you have recently paid, please allow 6 working days for your online account to update. You do not need to contact us if your online account shows your tax is up to date.

(continued overleaf)

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



Statement of liabilities

REGISTERED SCHEME
ADMINISTRATORS LIMITED

15 September 2020

Reference 120 P B 01507239

Period ended	Description	Unpaid amount
05 08 2020	PAYE Underpayment Mth 4	
	Tax	660.01
	Interest To 15 09 2020	1.82
Total unpaid amount		£ 661.83
Interest accruing, per day, until payment £ 0.04		

