

Ffoniwch **0845 302 1489** i dderbyn fersiynau
Cymraeg o ffurflenni a chanllawiau.

About you continued

8 Your nationality

For example British, Polish, French

9 How long had you lived in the UK before the date you left (or the date you intend to leave)?

Length of time, or 'All my life' if you've not lived abroad previously.

10 Your date of leaving the UK DD MM YYYY

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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11 Are you resident in the UK for the tax year up until the date at question 10?

No ☐

Yes ☐

Ordinarily this will be 'Yes' if you've lived in the UK previously, but consult the residence module if you leave in April or May.

12 Were you resident in the UK for the tax year before your departure date?

No ☐

Yes ☐

Yes - on the assumption you have been living in the UK for at least the last two years.

13 Which country are you going to?

14 What is your full address in that country?

If you do not yet have permanent accommodation in your assignment country, please use your employers overseas address.

15 Will you, your spouse, civil partner or someone you are living with as a spouse or civil partner, have a home in the UK while you are overseas?

No ☐

Yes ☐

Tell us the address of the UK home

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>

16 How many days do you expect to spend in the UK between the date at question 10, and the following April 5?

Q16 and Q17 based on best estimate only.

17 How many days do you expect to spend in the UK in each of the next three tax years?

(6 April one year to April 5 the next)

For example 81 days between 6 April 2014 - 5 April 2015

Year 1

Year 2

Year 3

18 Will you get any income from the UK after you have left?

This includes income from property, pensions, employment, one-off bonus payments, and bank or building society interest

No ☐

Yes ☐

19 Will you be working full-time outside the UK?

No ☐

Yes ☐

Yes, if you expect to work 35+ hours per week and have no more than 30 UK workdays per annum - see residence module for detailed guidance.

20 Will you continue to have your salary paid from the UK?

No ☐

Yes ☐

Yes, if you are remaining on UK payroll during your assignment.

2. Income you get from the UK after you leave

Fill in this section if you will get any income from the UK after you leave the UK.

Income includes income from property, earnings you get from UK work, a one-off bonus payment, pensions, bank or building society interest or profits from stocks and shares.

- If you get any income from property, please answer question 21.
- For all other income please answer question 22.

Income from UK property

If you have a property in the UK that you get income from you may have to pay UK income tax.

For more information go to www.hmrc.gov.uk and enter *The Non-Resident Landlords (NRL) Scheme* in the Search box.

21 Will you get any income from a property in the UK?

For example, rent, property fees, interest premiums

No ☐

Yes ☐

Other income from the UK

22 Give details of any other income you will get from the UK after you leave.

If you do not know the actual amount, give an estimate

Type of income <i>For example pension or employment bonus</i>	Annual amount in £	Date started DD MM YYYY	Payroll / pension or account number	Name of pension/ salary payer
Only include estimates of any material amounts.				

If you will be working when you leave the UK go to section 3 'Your employment'.

If not, go to section 4 'How you want to be paid any money we owe you' on page 4.

3. Your employment

23 Will you perform any duties in the UK

- from the date in question 10 or question 25 which ever is the later and April 5 following this date, and
- for the whole of the following tax year?

No ☐

Yes ☐

Only enter 'Yes' and include an estimate if you have a regular expected pattern of UK workdays.

more than three hours in the UK.

24 Do you work for the UK Government as a Crown servant or in Crown employment?

No ☐

Yes ☐

If Yes, tell us your department's name

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25 What job will you do in the country you are going to?

Include job title for new role.

What date will you start that overseas job?

How may hours per week will you work, on average, in that overseas job?

If you will be working full time, include a number in excess of 35.

26 Your employer's name and address

Name

This is the address of your overseas employer.

27 Will you do your job on a rota?

For example as an oil rig worker who works 14 days on rig then 14 days off

No

Yes

If Yes, tell us the country where you expect to spend your days off

28 Will you be paid through either:

- a UK employer through a UK payroll, or
- an office or agent in the UK?

No

Go to section 4

Yes

If Yes, tell us the name and address of the person paying you

This is the address of your UK employer, if you will remain on UK payroll.

Postcode

Yes - if you will remain on UK payroll throughout your assignment.

4. How you want to be paid any money we owe you

Not everyone gets a refund. It is not always possible to issue a cheque to a non UK bank account. If you are due a refund, we can either pay it to you or someone else on your behalf - they are known as a 'nominee'. Please choose one of the following two options:

Please leave blank - as you are tax equalised, your employer is responsible for paying any additional liabilities in the UK as a result of your assignment.

This also means that your employer is entitled to receive any refund of taxes.

Option two - Pay by cheque direct to me or my nominee

X' in one box

Make the cheque payable to me

I authorise the cheque to be payable to my nominee

Tell us your nominee's name

Tell us the address to send the cheque to

Postcode

Put 'X' in one box

This is my account

This is my nominee's account

Declaration

You must sign this declaration.

If you give information which you know is not correct or complete, action may be taken against you.

I declare that:

- the information I have given on this form is correct and complete to the best of my knowledge
- I claim repayment of any tax due.

Your signature

Date DD MM YYYY

What to do now

Put an 'X' in relevant box

☐

I have enclosed parts 2 and 3 of my form P45 *Details of employee leaving work (do not send photocopies).*
If you have not yet received your P45 from your employer please obtain it before you return this form.

☐

I can't get a form P45. *Please tell us why in the box below, for example because you are retired or a UK Crown servant employed abroad. If you have a form P45 and don't send it to us, any repayment due to you cannot be made.*

Please send this form to your tax office. You can find your tax office address by:

- going to **www.hmrc.gov.uk** select *Contact us* and choose *Income Tax*
- asking your employer.

If you are remaining on UK payroll, please include an 'X' here and the wording:

'I remain employed in the UK and therefore will not receive a Form P45.'