

Personal representatives (who can be either executors or administrators) may use this form to advise beneficiaries about income from the 'residue' (see note below) of the estate of a deceased person:

- for each year during the administration of the estate if a 'sum' (see note below) is paid to the beneficiary in that year, and
- for the year in which the administration of the estate is completed.

The beneficiary's estate income for the year ended 5 April is the deemed income shown on page 2 of this form.

The beneficiary	The deceased person
Full name of beneficiary <input type="text"/>	Full name of deceased person <input type="text"/>
Address <input type="text"/> <input type="text"/> <input type="text"/>	Date of death 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"/>
Postcode <input type="text"/>	

Notes for personal representatives

Personal representatives may complete the relevant boxes on page 2 and give the form to the beneficiary.

For the purpose of this form, a **sum** includes cash, assets transferred or appropriated, and debts set off or released.

The **residue** is what is left in the estate after you have paid all debts, legacies and taxes.

If the administration period has been ongoing for more than a year, the following example shows how to work out the income which each beneficiary should show in their tax return/repayment form.

Step 1

Add the net amount (the amount after **tax taken off**) of the beneficiary's share of the income from the residue for the tax year to any net amount brought forward.

Step 2

Compare the figure in Step 1 with the sum paid to the beneficiary in the tax year.

- If the sum paid is greater than or equal to the result of Step 1, the beneficiary's share of the income from the residue for the tax year is the amount at Step 1.
- If the sum paid is less than the result of Step 1, the beneficiary's share is the sum actually paid in the tax year. The balance of the beneficiary's entitlement is carried forward to the next tax year, and will then be their income entitlement in the next year if no distributions are made.

For the final tax year of the administration period, the beneficiary's share of the income from the residue will be treated as having been fully paid.

Notes for beneficiaries

Keep this form and refer to it if making a tax return or claiming a tax repayment.

If you need to complete a tax return the box numbers on page 2 match those on the SA107 'Trusts etc.' pages of the tax return. Copy the amounts of income after tax taken off from those boxes to the corresponding boxes on the SA107 (for more information see SA107 'Trusts etc. notes' - go to www.gov.uk).

If you need to claim a tax repayment copy the figures to the relevant boxes on the R40 'Claim for repayment of tax deducted from savings and investments' as follows:

- | | |
|---|--|
| • box 16 to boxes 4.4 and 4.5 on the R40 | • box 17 to boxes 4.6 and 4.7 on the R40 |
| • box 18 to boxes 6.1 to 6.4 on the R40, as appropriate | • box 19 to boxes 7.1 to 7.3 on the R40 |
| • box 20 to box 4.11 on the R40 | • box 21 to boxes 4.8 and 4.9 on the R40 |

For more information see R40 Notes 'Notes for completing form R40' - go to www.gov.uk

Please note that the tax described as 'non-repayable' or 'non-payable' cannot be repaid.

Income from the estates of deceased persons

Income from United Kingdom (UK) estates

If the beneficiary was in receipt of income from a UK estate only, enter the net income and tax paid or tax credit in boxes 16 to 21.

16 Non-savings income – after tax taken off
This includes rental income and profits from a trade

£ .

Tax paid or tax credit on box 16 income

£ .

17 Savings income – after tax taken off
This includes bank or building society interest

£ .

Tax paid or tax credit on box 17 income

£ .

18 Dividend income – after tax taken off
This includes dividends from foreign companies that do not qualify for UK tax credit

£ .

Tax paid or tax credit on box 18 income

£ .

19 Non-savings income taxed at non-repayable basic rate – after tax taken off. This includes gains realised on certain life insurance policies

£ .

Tax paid or tax credit on box 19 income

£ .

20 Income taxed at 22% – after tax taken off
This includes any income that has had tax taken off at 22% when this was the basic rate of tax, but is not passed over to the beneficiaries until after the reduction in the basic rate to 20%

£ .

Tax paid or tax credit on box 20 income

£ .

21 Dividend income taxed at non-payable dividend rate – after tax taken off. This includes dividends from UK companies and dividends from foreign companies that qualify for UK tax credit

£ .

Tax paid or tax credit on box 21 income

£ .

Income from foreign estates

If the beneficiary was in receipt of income from a foreign estate, do not complete boxes 16 to 21. Instead, enter the income in box 22 and any relief for UK tax already accounted for in box 23.

22 Foreign estate income

£ .

23 Relief for UK tax already accounted for

£ .

Foreign tax paid on estate income

Complete box 24 if any Foreign Tax Credit Relief is claimable but has **not** been claimed on foreign income arising to a UK estate or a foreign estate.

24 Foreign tax for which Foreign Tax Credit Relief has not been claimed

£ .

Signature and date

I confirm that the information given on this form is correct.

Signature of the personal representative

Date DD MM YYYY