

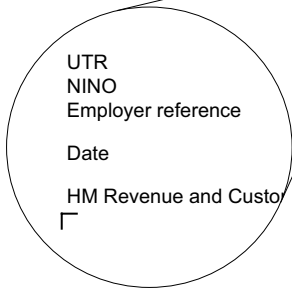


### Important information to include on your tax return before sending it to us.

Please make sure you include your:

- 10-digit Unique Taxpayer Reference (UTR)
- National Insurance number (NINO)
- employer reference (if you have one)

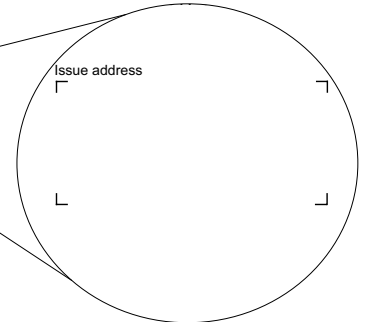
before printing your tax return.



Tax return - page TR 1

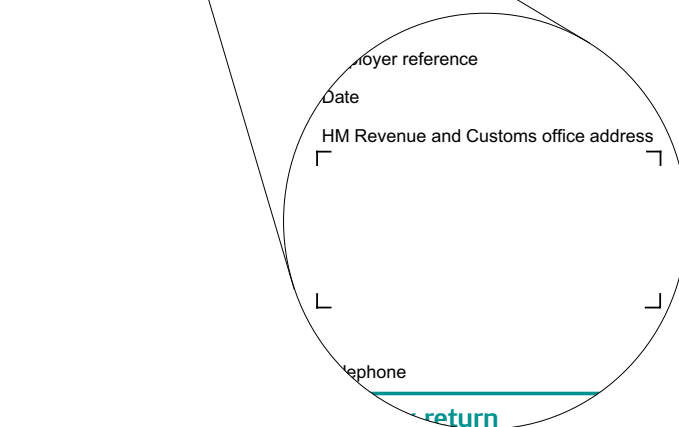
UTR  
NINO  
Employer reference  
Date  
HM Revenue and Customs office address  
Issue address  
Telephone  
For Reference

Please make sure you include your full name and address before printing your tax return.



If you don't, we may have to send your tax return back to you, and any repayment due will take longer.

Please make sure you sign and date the declaration on page TR 8 of your completed tax return before sending it to us.



To find the address of the office to send your tax return to, look on the most recent correspondence from us. If you don't have any recent correspondence from us then send your completed return to:  
Self Assessment  
HM Revenue and Customs  
BX9 1AS  
United Kingdom

22 Declaration  
I declare that the information I've given on this tax return and any supplementary pages is correct and complete to the best of my knowledge and belief.  
I understand that I may have to pay financial penalties and face prosecution if I give false information.  
Signature  
Date DD MM YYYY

25 If you filled in boxes 23 and 24 enter your name  
26 and your address  
Postcode

Tax return - page TR 8

Please don't include this information sheet with your tax return.





UTR  
NINO  
Employer reference

Issue address

Date

HM Revenue and Customs office address

Telephone

For Reference

### Your tax return

This notice requires you, by law, to make a return of your taxable income and capital gains, and any documents requested, for the year from 6 April 2017 to 5 April 2018.

#### Deadlines

We must receive your tax return by these dates:

- if you're using a paper return - by 31 October 2018 (or 3 months after the date of this notice if that's later)
- if you're filing a return online - by 31 January 2019 (or 3 months after the date of this notice if that's later)

If your return is late you'll be charged a £100 penalty.

If your return is more than 3 months late, you'll be charged daily penalties of £10 a day.

If you pay late you'll be charged interest and a late payment penalty.

#### Most people file online

It's quick and easy to file online. Get started by typing [www.tax.service.gov.uk/account/sign-in](http://www.tax.service.gov.uk/account/sign-in) into your internet browser address bar to go directly to our official website.

**Don't** use a search website to find HMRC services online.

If you haven't sent a tax return online before, why not join the 92% of people who already do it online? It's easy, secure and available 24 hours a day and you can also sign up for email alerts and online messages to help you manage your tax affairs.

To file on paper, please fill in this form using the following rules:

- enter your figures in whole pounds - ignore the pence
- round down income and round up expenses and tax paid, it is to your benefit
- if a box does not apply, please leave it blank - don't strike through empty boxes or write anything else

### Starting your tax return

Before you start to fill it in, look through your tax return to make sure there is a section for all your income and claims - you may need some separate supplementary pages (see page TR 2 and the Tax Return notes).

For help filling in this form, go to [www.gov.uk/taxreturnforms](http://www.gov.uk/taxreturnforms) and read the notes and helpsheets.

### Your personal details

<p><b>1 Your date of birth</b> - it helps get your tax right DD MM YYYY</p> <p><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> <p><b>2 Your name and address</b> - if it is different from what is on the front of this form, please write the correct details underneath the wrong ones and put the date you changed address below DD MM YYYY</p> <p><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>	<p><b>3 Your phone number</b></p> <p><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p> <p><b>4 Your National Insurance number</b> - leave blank if the correct number is shown above</p> <p><input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>
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## What makes up your tax return

To make a complete return of your taxable income and gains for the year to 5 April 2018 you may need to complete some separate supplementary pages. Answer the following questions by putting 'X' in the 'Yes' or 'No' box.

### 1 Employment

Were you an employee, director, office holder or agency worker in the year to 5 April 2018? Please read the notes before answering. Fill in a separate 'Employment' page for each employment, directorship and so on. On each 'Employment' page you complete, enter any other payments, expenses or benefits related to that employment. Say how many 'Employment' pages you are completing in the 'Number' box below.

Yes  No  Number

### 2 Self-employment

If you worked for yourself (on your 'own account' or in self-employment) in the year to 5 April 2018, read the notes to decide if you need to fill in the 'Self-employment' pages. You may not need to if this income is up to £1,000. Do you need to fill in the 'Self-employment' pages? Fill in a separate 'Self-employment' page for each business. On each 'Self-employment' page you complete, enter any payments or expenses related to that business. Say how many businesses you had in the 'Number' box below. (Answer 'Yes' if you were a 'Name' at Lloyd's.)

Yes  No  Number

### 3 Partnership

Were you in partnership? Fill in a separate 'Partnership' page for each partnership you were a partner in and say how many partnerships you had in the 'Number' box below.

Yes  No  Number

### 4 UK property

If you received income from UK property (including rents and other income from land you own or lease out), read the notes to decide if you need to fill in the 'UK property' pages. You may not need to if this income is up to £1,000. Do you need to fill in the 'UK property' pages?

Yes  No

### 5 Foreign

If you:

- were entitled to any foreign income
- have, or could have, received (directly or indirectly) income, or a capital payment or benefit from a person abroad as a result of any transfer of assets
- want to claim relief for foreign tax paid

read the notes to decide if you need to fill in the 'Foreign' pages. You may not need to if your only foreign income was from land and property abroad up to £1,000. Do you need to fill in the 'Foreign' pages?

Yes  No

### 6 Trusts etc

Did you receive, or are you treated as having received, income from a trust, settlement or the residue of a deceased person's estate? This does not include cash lump sums/transfer of assets, otherwise known as capital distributions, received under a will.

Yes  No

### 7 Capital gains summary

If you sold or disposed of any assets (for example, stocks, shares, land and property, a business), or had any chargeable gains, read the notes to decide if you have to fill in the 'Capital gains summary' page. If you do, you must also provide separate computations.

Do you need to fill in the 'Capital gains summary' page **and** provide computations?

Yes  No  Computation(s) provided

### 8 Residence, remittance basis etc

Were you, for all or part of the year to 5 April 2018, one or more of the following:

- not resident
- not domiciled in the UK and claiming the remittance basis
- dual resident in the UK and another country?

Yes  No

### 9 Additional information

Some less common kinds of income and tax reliefs, for example Married Couple's Allowance, Life insurance gains, chargeable event gains, Seafarer's Earnings Deduction and details of disclosed tax avoidance schemes, should be returned on the 'Additional information' pages. Do you need to fill in the 'Additional information' pages?

Yes  No

### If you need more pages

If you answered 'Yes' to any of questions 1 to 9, please check to see if within this return, there's a page dealing with that kind of income or gain. If there's not, you'll need separate supplementary pages. Do you need to get and fill in separate supplementary pages?

Yes  No

If 'Yes', go to [www.gov.uk/taxreturnforms](http://www.gov.uk/taxreturnforms) to download them.













## Signing your form and sending it back

Please fill in this section and sign and date the declaration at box 22.

<p><b>20</b> If this tax return contains provisional or estimated figures, put 'X' in the box</p> <input type="checkbox"/>	<p><b>23</b> If you've signed on behalf of someone else, enter the capacity. For example, executor, receiver</p> <input type="text"/> <input type="text"/>
<p><b>21</b> If you're enclosing separate supplementary pages, put 'X' in the box</p> <input type="checkbox"/>	<p><b>24</b> Enter the name of the person you have signed for</p> <input type="text"/> <input type="text"/>
<p><b>22</b> <b>Declaration</b></p> <p>I <b>declare</b> that the information I've given on this tax return and any supplementary pages is correct and complete to the best of my knowledge and belief.</p> <p>I <b>understand</b> that I may have to pay financial penalties and face prosecution if I give false information.</p> <p><b>Signature</b></p> <input type="text"/>	<p><b>25</b> If you filled in boxes 23 and 24 enter your name</p> <input type="text"/> <input type="text"/>
<p><b>Date</b> DD MM YYYY</p> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<p><b>26</b> and your address</p> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>