



Statement of income from estates

Personal representatives (who can be either executors or administrators) may use this form to advise beneficiaries about income from the 'residue' (note below) of the estate of a deceased person. This applies for each year during the administration of the estate if a 'sum' (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"/> <input type="text"/>	Full name of deceased person <input type="text"/> <input type="text"/>
Address <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <small>Postcode</small>	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"/>

Notes for personal representatives

Complete the relevant boxes on pages 2 and 3 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's left in the estate after you've 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 or 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
- 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.

Tax-free limit

If you did not pay income tax on income because it was within the £500 tax-free limit for a year from 6 April 2024 onwards, that income is also not taxable income for the beneficiary when they receive it. Do not include that income on this form.

Dividends

Box 18: Use this box where the dividend tax rate you paid is the same dividend tax rate for the tax year for which this form is completed. For example, you paid 8.75% rate in 2022 to 2023 tax year and made a distribution to the beneficiary in 2022 to 2023 for which their current dividend tax rate is also 8.75%. Or, you paid 7.5% rate in 2021 to 2022 tax year and made a distribution to the beneficiary in 2021 to 2022 for which the dividend rate was 7.5%.

Use box 18.1 where you paid tax at the 7.5% dividend rate applying up to 5 April 2022 but did not distribute the dividend income to the beneficiary until on or after 6 April 2022.

