


i Make sure you have told us if:

- your average weekly childcare costs went up or down by £10 a week or more
- your childcare provider stopped being registered or approved
- you started using a childcare provider who was not registered or approved for tax credits purposes
- you started using a relative to look after your child, in the child's home
- you started paying for registered and approved childcare and are now able to claim help with the cost of childcare through Working Tax Credit
- your childcare costs stopped
- your child stops going to childcare for 4 weeks or more when they would normally have gone
- your child reached age 15 – you could claim help with childcare costs up to 1 September after their 15th birthday (or 16th birthday if they're disabled)

 For more information about childcare costs, or to check if your childcare provider qualifies, go to GOV.UK and search for WTC5.

Your income

Employed income and income from occupational pensions

Your Annual Review may show income your employer(s) or occupational pension provider(s) have provided to HM Revenue and Customs (HMRC). The figure will be the total income they provided for the annual review period. You may be able to make deductions from this figure. If you had more than one employer or occupational pension provider, the total income from all of them will be shown. If you were claiming as a couple and were both working, your individual incomes will be shown separately. These are the income figures we'll use to finalise your claim, so it's important you tell us if they're wrong.

You can find your earnings details on all your P60s, P45s or payslips. Income we use to calculate your tax credits includes:


- earnings from employment – you and your partner's total earned income including if you cannot work but you're still getting paid 'on furlough' (shown as 'total pay for the year' on your P60, P45 or payslips)
- occupational pensions – the total of any pensions you and your partner received from a previous or continuing employment
- some benefits in kind you or your partner may have received – you can find details on your P11D

Do not include any Test and Trace Support Payment you got because you needed to self-isolate due to coronavirus (COVID-19).

Deductions

There may be deductions you can make when working out your income for tax credits. For example,

- the first £100 of weekly Statutory Maternity, Paternity, Shared Parental, Parental Bereavement and Adoption Pay
- pension contributions you pay outside of your salary or from your net income, including any tax relief due
- donations to charity by Gift Aid, and some allowable work expenses, fees and subscriptions


 You can tell us by using our app, search for HMRC in your app store, or go to www.gov.uk/managetaxcredits


Other income

Income you need to tell us about includes:

- some taxable social security benefits – you and your partner's total taxable social security benefits
 - exclude income-based Job Seekers Allowance
 - exclude Carers Allowance Supplement if you live in Scotland
- any other income – you and your partner's total other income, for example, dividends income, interest on savings, some rental income and State Pension or occupational pension

If you're still receiving tax credits, you need to make sure you tell us about any changes as they happen so we can make sure you're still getting the right amount of tax credits.


 For more information about income, go to www.gov.uk/tax-credits-working-out-income

 For worksheets to help you calculate your income, including any benefits in kind and deductions, go to GOV.UK and search for TC603RD Notes.

If you need help

 Go to www.gov.uk/browse/benefits/tax-credits

 Telephone: 0345 300 3900 or NGT text relay: 18001 0345 300 390

 Ffoniwch 0300 200 1900 i dderbyn fersiynau Cymraeg o ffurflenni a chanllawiau.