



HM Treasury, 1 Horse Guards Road, London, SW1A 2HQ

6 March 2014

Dear Employer,

I am writing to you today to make sure you know about the new Employment Allowance which we are introducing in one month's time, on 6th April. It means £2,000 off the employer National Insurance contributions (NICs) of every business. It is a cashback on jobs to support businesses like yours.

Small businesses are the lifeblood of the economy and I want to make it easier for you to succeed and grow. So whether you are looking to purchase a new piece of equipment or technology, aspiring to take on your first employee or take on an extra member of staff, the Employment Allowance will offer you extra support.

The Employment Allowance will benefit 1.25 million employers next year. Around 450,000 of those businesses – that's a third of all employers - will no longer pay any National Insurance at all. For a business employing four people on National Minimum Wage, or one person on up to £22,000 a year, this will get rid of your National Insurance contributions altogether.

HOW TO CLAIM:

We have made sure that this is easy to claim, so I hope you will take advantage of this opportunity. To find out more, please visit: <https://www.gov.uk/employment-allowance>. All you need to do is claim it using your normal payroll software. This will depend on your package, but will most likely be a box you have to tick.

This government's long term economic plan backs business because that is the only way to grow our economy, create jobs and deliver a more secure future for everyone in Britain. See all we are doing at: <http://www.greatbusiness.gov.uk/government-support>.

Thank you for the role you have played in securing our recovery, I hope you take full advantage of the Employment Allowance next month and I wish you every success with your business.

GEORGE OSBORNE