

**SUBMISSION DOCUMENT**

Return Type:.....

Tax Year:.....

**Media Report Information**

Name:.....

Address & Postcode: .....

.....

.....

.....

.....

Tel : .....

Extn. : .....

**If there are any changes to the above details, please notify:**

**CNI at** [cni.firm@hmrc.gsi.gov.uk](mailto:cni.firm@hmrc.gsi.gov.uk)

**Sub Report Information**

FI / Paying Agent Name : .....

FI / Paying Agent Sub-Return Reference : .....

FI / Paying Agent Sub Return Description : .....

**Media Submission Details (To be completed in all cases - see guidance notes)**

**Number of Media items enclosed:**  **Submission Status:**

(Initial / Test / Retry)

**Number of EUSD accounts reported:**  **HMRC Spreadsheet Format Used (Y/N):**

(BBSI, OI or EUSD returns only if known)

**Contact name for audit purposes:**

Batch No	Volume No	Your Ref No
of	of	
of	of	
of	of	
of	of	
of	of	
of	of	
of	of	
of	of	
of	of	
of	of	

*(if necessary continue overleaf)*

Please keep a copy of the return submitted in case your return needs to be amended or we need to ask you about the data you have submitted as, for security reasons, media will not be returned.

**This document MUST BE PRINTED and sent with the accompanying data to:  
HM Revenue & Customs, Centre for National Information, Ty Glas Road, Llanishen,  
CARDIFF, CF14 5ZG**