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## About this form

### This form is to be used for Purchased Life Annuities (PLAs)

You can ask to have your joint annuity paid without tax taken off if all the following conditions are met:

- **both of you** are resident in the United Kingdom
- **both of you** contributed equally to the cost of the annuity
- **both of you** are entitled to a half share of the annuity payments
- **both of you** are unlikely to have to pay Income Tax on your total income in the year ending 5 April 2010.

The notes on page 4 of this form will help you decide this. HM Revenue & Customs has strict rules about keeping your individual tax affairs confidential.

If you use this form to make a joint application, we may not be able to keep absolute confidentiality. Each of you will be giving some information about your income and circumstances to the other joint annuitant as well as to the company or society supplying your annuity.

If at some time in the future your income rises above the appropriate limit, we will have to tell the annuity company or society to start deducting tax from your annuity payments. If we did that, it would then be clear to the other joint annuitant that there had been an increase in your income but the amount would be unknown and would not be revealed by us.

It is not possible to pay half the annuity with tax taken off and the other half without tax taken off. So, if either of you is liable to pay tax, the whole of the annuity becomes chargeable to tax. The annuitant who is not liable to pay tax will be able to claim a refund of tax from their own HM Revenue & Customs office.

You may want to keep a copy of this form for your records.

For both of you to have the joint annuity paid without any tax taken off, one of you needs to complete **First Annuitant** and the other **Second Annuitant**. Then both of you need to complete **Joint declaration**. When you have completed and signed the declarations, return the whole form to the company or society that pays the annuity.

**Please note** that this form cannot be used if you have an annuity subject to PAYE. If you have an annuity where tax is taken off under PAYE and you think that tax should not be taken off, please see below.

### Where can I get more help?

If you need any advice or help in working out whether you need to pay tax on your annuity, or on any of your other income, please get in touch with your HM Revenue & Customs office. If you do not have a recent tax form which shows an address and telephone number, you will find us in The Phone Book under 'HM Revenue & Customs' or 'Inland Revenue' or you can find information on our website at [www.hmrc.gov.uk](http://www.hmrc.gov.uk)

# First annuitant

## 1 The annuity details

The society or company paying the annuity should complete this part. Please use capital letters.

Name of society or life company paying the annuity

Payer's reference

Annuity number

Full name of **both** annuitants.

First annuitant. Title - enter MR, MRS, MISS, or other title

Surname

First name(s)

Second annuitant. Title - enter MR, MRS, MISS, or other title

Surname

First name(s)

## 2 First annuitant - Annuity details

Half annual amount of annuity

Less half exempt capital element (purchased life annuities only)

Annual taxable amount of half share

## 3 Personal details

The first annuitant to complete this section.

Title - enter MR, MRS, MISS, MS, or other title

Surname

First name(s)

Your date of birth DD MM YYYY

Your private address

Postcode

Please give the following details *if known*

Your HM Revenue & Customs office

Your tax reference

Your National Insurance number

## 4 Declaration

It is a serious offence to make a false declaration. If you are unsure, please read the notes on page 4 or contact your HM Revenue & Customs office for help.

I declare that:

- I am a resident of the United Kingdom
- I am (or the person named above is) unlikely to have to pay Income Tax this year
- I will let my HM Revenue & Customs office know if my income increases and I might have some tax to pay.

You can make this declaration on behalf of the first annuitant if:

- you are the parent or guardian of a child under 16
- you are doing so on behalf of someone who is mentally unable to do so, or
- you hold power of attorney.

Tick this box if you are making this declaration on behalf of the first annuitant.

Name

Signature

Date DD MM YYYY

Now please sign the Joint declaration on page 4.

## Second annuitant

### 5 The annuity details

The society or company paying the annuity should complete this part. Please use capital letters.

Name of society or life company paying the annuity

Payer's reference

Annuity number

Full name of **both** annuitants.

First annuitant. Title - enter MR, MRS, MISS, or other title

Surname

First name(s)

Second annuitant. Title - enter MR, MRS, MISS, or other title

Surname

First name(s)

### 6 Second annuitant - Annuity details

Half annual amount of annuity

Less half exempt capital element (purchased life annuities only)

Annual taxable amount of half share

### 7 Personal details

The first annuitant to complete this section.

Title - enter MR, MRS, MISS, MS, or other title

Surname

First name(s)

Your date of birth DD MM YYYY

Your private address

Postcode

Please give the following details *if known*

Your HM Revenue & Customs office

Your tax reference

Your National Insurance number

### 8 Declaration

It is a serious offence to make a false declaration. If you are unsure, please read the notes on page 4 or contact your HM Revenue & Customs office for help.

I declare that:

- I am a resident of the United Kingdom
- I am (or the person named above is) unlikely to have to pay Income Tax this year
- I will let my HM Revenue & Customs office know if my income increases and I might have some tax to pay.

You can make this declaration on behalf of the first annuitant if:

- you are the parent or guardian of a child under 16
- you are doing so on behalf of someone who is mentally unable to do so, or
- you hold power of attorney.

Tick this box if you are making this declaration on behalf of the second annuitant.

Name

Signature

Date DD MM YYYY

Now please sign the Joint declaration on page 4.

## Joint declaration

It is a serious offence to make a false declaration. If you are unsure, please read the notes below or contact your HM Revenue & Customs office for help.

**We declare that:**

- we are both resident in the United Kingdom, and
- we contributed equally to the purchase of this annuity contract, and
- we are each entitled to a half share of the annuity payments, and
- we understand that as a consequence of making this application, information about the amount of the income of one of us may become available to the other and that, to this extent, HM Revenue & Customs cannot operate its usual rules of confidentiality.

**Signature of first annuitant**

Date DD MM YYYY

**Signature of second annuitant**

Date DD MM YYYY

## Notes

### More information about your annuity

**Does tax have to be taken off before it is paid to me?**

For any tax year this depends on:

- the income you think you will receive, and
- your tax allowances, which give you a tax-free amount.

**How can I work out if I should pay tax?**

To decide if you can have your annuity paid without tax being taken off, you need to work out what your total income for the tax year ending 5 April 2010 is likely to be.

The most common types of income are:

- wages
- personal pensions and annuities
- state pension
- other state benefits
- dividends
- interest on savings
- profits from self employment.

Your income includes your half share of the annual taxable amount of the annuity shown in part 2 or part 3 of this form.

You must include your full half share of the annual taxable amount of the annuity, even if you will only receive the annuity for part of the year.

**Allowances for the tax year ending 5 April 2010**

You will not have to have tax taken off your annuity payments if you expect that all of your income, before any tax is taken off, will not add up to more than:

- age under 65 £6,475 (about £124 per week)
- age 65 – 74 £9,490 (about £182 per week)
- age 75 or over £9,640 (about £185 per week).

You may have other allowances you can claim, and further reliefs are available if you:

- are blind, or
- are married or within a civil partnership and either you, your spouse or civil partner were born before 6 April 1935.

**Where can I find my National Insurance number?**

It will help both your HM Revenue & Customs office and annuity provider if you can let us know your National Insurance number. You should be able to find this on your:

- pension notification letter from the Department for Work and Pensions or Pension Service
- personal pension or annuity statement
- payslip
- P60 certificate of earnings for the last tax year
- P45 leaving employment certificate.

**What should I do if my income or personal circumstances change?**

If your income increases or decreases, or your tax allowances change, you must check again to see if you are likely to have to start or stop paying tax. If you are, you must tell your HM Revenue & Customs office straight away.

**Children**

*Children under 18 and unmarried*

Special rules apply to children's savings and investments if:

- they are gifts from parent(s), and
- the income (including the full annual taxable amount of any annuities) from all of the gifts from each parent adds up to more than £100 in a year.

If these rules apply please ask your HM Revenue & Customs office for more advice.

*Children under 16*

A child who is 16 before the next 6 April can sign their own form. Otherwise a parent or guardian must sign the form, even if the annuity is in another name.