

Help

If you would like more help with this form:

- go to www.hmrc.gov.uk
- phone our helpline on **0845 300 0627**

Yr Iaith Gymraeg

Ffoniwch **0845 302 1489** i dderbyn fersiynau Cymraeg o ffurflenni a chanllawiau.

About this form

Use this form to claim tax relief or a repayment of tax if:

- you have lived or worked in the UK
- you are leaving the UK, and
- you may not be coming back or you don't know when you're coming back.

Do **not** fill this form in if:

- you normally live in the UK and are going abroad for short periods, for example on holiday or a business trip
- you have completed, or are required to complete a Self Assessment tax return for the tax year that you leave the UK.

A tax year is 6 April one year to 5 April the next.

Filling in this form

Everyone should fill in pages 1, 2 and 5. You should also fill in:

- page 3 if you will get income from the UK after you leave
- page 4 if you will do any of your work in the UK or you will be paid from the UK.

What you might need to help you fill in this form

- Your form P45 *Details of employee leaving work* if you have one. (Your employer gives you this form when you stop working for them.)
- The Residence, Domicile and the Remittance Basis guidance. Go to www.hmrc.gov.uk and enter *HMRC6* in the Search box.

1. About you

<p>1 Your surname or family name <i>(use capital letters)</i></p> <input type="text"/>	<p>5 Are you male or female?</p> <p>Male <input type="checkbox"/> Female <input type="checkbox"/></p>
<p>2 Your first names <i>(use capital letters)</i></p> <input type="text"/>	<p>6 Your date of birth <i>DD MM YYYY</i></p> <input type="text"/>
<p>3 Your most recent address in the UK <i>(use capital letters)</i> <i>The UK is England, Scotland, Wales and Northern Ireland</i></p> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <p style="text-align: right; color: teal;">Postcode</p>	<p>7 Your National Insurance number, if you have one <i>You can find your National Insurance number on a form P45 or P60 that you get from your employer, a PAYE Coding Notice or a letter from us</i></p> <input type="text"/>
<p>4 Your phone number <i>We may call you if we have any questions about this form</i></p> <input type="text"/>	<p>8 Your nationality <i>For example British, Polish, French</i></p> <input type="text"/>

2. Income you get from the UK after you leave

Fill in this section if you will get any income from the UK after you leave the UK.

Income includes income from property, earnings you get from UK work, a one-off bonus payment, pensions, bank or building society interest or profits from stocks and shares.

- If you get any income from property, please answer questions 22 to 24.
- For all other income please answer question 25.

For more information about the types of income that affect your tax go to www.hmrc.gov.uk and enter **HMRC6** in the Search box.

Income from UK property

If you have a property in the UK that you get income from you may have to pay UK income tax.

For more information go to www.hmrc.gov.uk and enter *The Non-Resident Landlords (NRL) Scheme* in the Search box.

<p>22 Will you get any income from a property in the UK? <i>For example, rent, property fees, interest premiums</i></p> <p>No <input type="checkbox"/> <i>If No, please go to question 25</i></p> <p>Yes <input type="checkbox"/></p> <p>23 How much income will you get from UK property each tax year? <i>If you don't know the exact amount, please give an estimate</i></p> <p>The tax year you leave the UK</p> <p>£ <input style="width: 100%;" type="text"/></p> <p>In the next tax year</p> <p>£ <input style="width: 100%;" type="text"/></p> <p>Please give the name and address of the person paying you</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="padding: 2px;">Name</td></tr> <tr><td style="padding: 2px;">Address</td></tr> <tr><td style="padding: 2px;"> </td></tr> <tr><td style="padding: 2px; text-align: center;">Postcode</td></tr> </table>	Name	Address		Postcode	<p>24 Tell us how you will be paid <i>Put 'X' in one box</i></p> <p><input type="checkbox"/> Paid directly by a tenant</p> <p><input type="checkbox"/> Paid by an agent <i>Tell us the date that they started to manage the property DD MM YYYY</i></p> <p style="text-align: center;"> <input style="width: 20px; height: 20px;" type="text"/> </p> <p><input type="checkbox"/> Other, please give details</p> <div style="border: 1px solid #ccc; height: 30px; width: 100%;"></div>
Name					
Address					
Postcode					

Other income from UK

25 Give details of any other income you will get from the UK after you leave. If you do not know the actual amount, please give an estimate

Type of income <i>For example pension or employment bonus</i>	Annual amount in £	Date started DD MM YYYY	Payroll / pension or account number	Tax office reference (if applicable)

If you will be working when you leave the UK go to section 3 'Your employment' on page 4. If not, please go to section 4 'How you want to be paid any money we owe you' on page 5.

3. Your employment

Fill in this section if:

- you will do any of your work in the UK
- you will be paid through a UK payroll or by an office or agent in the UK.

For more information about *UK personal tax allowances and types of income*, go to www.hmrc.gov.uk and enter *HMRC6* in the Search box.

26 Will you do any of your work in the UK?
For example business meetings, seminars or training courses

No

Yes *If Yes, please give details*

27 Do you work for the UK Government as a Crown servant or in Crown employment?

No

Yes *If Yes, please tell us your department's name*

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28 What job will you do in the country you are going to?

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29 Your employer's name and address

Name
Address
Postcode

30 Will you do your job on a rota?
For example as an oil rig worker who works 14 days on rig then 14 days off

No

Yes *If Yes, please tell us the country where you expect to spend your days off*

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31 Will you be paid through either:

- a UK employer through a UK payroll, or
- an office or agent in the UK?

No *If No, please go to section 4 on page 5*

Yes *If Yes, please tell us the name and address of the person paying you*

Name
Address
Postcode

4. How you want to be paid any money we owe you

Not everyone gets a refund. If we owe you any money, we can either pay it to you or someone else on your behalf - this is known as a 'nominee'. Please choose one of the following two options:

<input type="checkbox"/> Option one - Please pay direct to bank or building society Bank sort code □□□ - □□□ - □□□ Account number □□□□□□□□□□□□□□□□ Account holder's name □□□□□□□□□□□□□□□□ Bank or building society name and address Name □□□□□□□□□□□□□□□□ Address □□□□□□□□□□□□□□□□ □□□□□□□□□□□□□□□□ Postcode □□□□□□□□□□□□□□□□ <i>Put 'X' in one box</i> <input type="checkbox"/> This is my account <input type="checkbox"/> This is my nominee's account	<input type="checkbox"/> Option two - Please pay by cheque direct to me or my nominee <i>Put 'X' in one box</i> <input type="checkbox"/> Please make the cheque payable to me <input type="checkbox"/> I authorise the cheque to be payable to my nominee <i>Tell us your nominee's name</i> □□□□□□□□□□□□□□□□ <i>Tell us the address to send the cheque to</i> □□□□□□□□□□□□□□□□ □□□□□□□□□□□□□□□□ □□□□□□□□□□□□□□□□ □□□□□□□□□□□□□□□□
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Declaration

You must sign this declaration.

If you give information which you know is not correct or complete, action may be taken against you.

I declare that

- the information I have given on this form is correct and complete to the best of my knowledge
- I claim repayment of any tax due.

Your signature Date *DD MM YYYY*

<input type="text"/>	<input type="text"/>
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What to do now

Put an 'X' in relevant box

- I have enclosed parts 2 and 3 of my form P45 *Details of employee leaving work*
- I don't have a form P45 *Please tell us why in the box below, for example because you are retired or a UK Crown servant employed abroad. If you have a form P45 and don't send it to us, any payment due to you may be delayed.*

- Please send this form to your tax office. You can find your tax office address by:
- going to www.hmrc.gov.uk select *Contact us* and choose *Find your Tax Office*
 - asking your employer.