

# This is a printed copy of an eP60

## P60 End of Year Certificate

Tax year to 5 April

### To the employee:

Please keep this certificate in a safe place as **you will need it if you have to fill in a tax return. You also need it to make a claim for tax credits and Universal Credit or to renew your claim.**

It also helps you check that your employer is using the correct National Insurance number and deducting the right rate of National Insurance contributions.

**By law you are required to tell HM Revenue and Customs about any income that is not fully taxed, even if you are not sent a tax return.**

HM Revenue and Customs

*The figures marked \* should be used for your Tax Return, if you get one*

### Employee's details

Surname

Forenames or initials

National Insurance number  Works/payroll number

### Pay and Income Tax details

	Pay		Tax deducted	
	£	p	£	p
In previous employment(s)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
In this employment	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Total for year	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
			Final tax code	<input style="width: 100%;" type="text"/>

*If refund mark 'R'*

### National Insurance contributions in this employment

NIC table letter	Earnings at the Lower Earnings Limit (LEL) (where earnings are equal to or exceed the LEL)	Earnings above the LEL, up to and including the Primary Threshold (PT)	Earnings above the PT, up to and including the Upper Earnings Limit (UEL)	Employee's contributions due on all earnings above the PT
	£	£	£	£ p
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

### Statutory payments included in the pay 'In this employment' figure above

Statutory Maternity Pay £ p <input style="width: 100%;" type="text"/>	Statutory Paternity Pay £ p <input style="width: 100%;" type="text"/>	Statutory Shared Parental Pay £ p <input style="width: 100%;" type="text"/>
Statutory Adoption Pay £ p <input style="width: 100%;" type="text"/>	Statutory Parental Bereavement Pay £ p <input style="width: 100%;" type="text"/>	

### Other Details

Student Loan Deductions in this employment (whole £s only) £

Postgraduate Loan deductions in this employment (whole £s only) £

### Your employer's full name and address (including Postcode)

H D Clinical Ltd  
 Thremhall Park  
 Start Hill  
 Bishops Stortford  
 Herts  
 CM22 7WE

Employer PAYE Reference

### Certificate by Employer/Paying Office:

This form shows your total pay for Income Tax purposes in this employment for the year.  
 Any overtime, bonus, commission etc, Statutory Sick Pay, Statutory Maternity Pay, Statutory Paternity Pay, Statutory Shared Parental Pay, Statutory Parental Bereavement Pay or Statutory Adoption Pay is included.

### To Employee

Miss Andrea Johnson  
 37 Ryngwell Close  
 Brixworth  
 Northampton

NN6 9XG