

**Guidance for deferring employee Class 1 National Insurance contributions (NICs)  
for 6<sup>th</sup> April 2024 to 5<sup>th</sup> April 2025**

**Introduction**

The law states that you must meet all National Insurance contribution (NIC) liabilities as an employee in all of your employments.

However, if you have more than one job and expect to pay Class 1 (employee) NICs on earnings of at least £938 each week (£4,065 each month), throughout the whole tax year in any one job, or at least £1098 each week (£4,759 each month) in a combination of two jobs, you can ask to defer paying some of your Class 1 NICs in any other job(s) you have, until we can calculate the correct amount of NICs due after the end of the tax year.

**Example**

In the tax year 2024/25 Aalin has two employments. Company A pays her £4,100 monthly and Company B pays her £300 weekly, she expects these employments to continue throughout the year at the same or higher pay. Aalin can apply to defer her National Insurance for the employment with Company B as she is paying above the Upper Earnings Limit (£4,065 monthly) with Company A.

**Please note**

With effect from 6<sup>th</sup> April 2010, even if we allow you Class 1 deferment, you will still have to pay Class 1 NICs at a rate of 1% on all earnings above the employee's Earnings Threshold (£160 each week, or £694 each month) in each deferred job.

**Class 1 NICs**

You must pay employee Class 1 NICs if

- You work as an employee in the Isle of Man (IOM) or United Kingdom (UK), and
- You are aged 16 years or over and under State Pension Age, and
- Your earnings exceed the employee's Earnings Threshold for National Insurance.

**State Pension Age and Deferment**

We do not usually allow deferment for the tax year in which you reach State Pension Age, so if you are due to reach State Pension Age during 2024/25 we would not expect you to apply. We can, however, consider deferment if you can demonstrate that you expect to pay maximum Class 1 NICs for the current tax year in your main employment by the time you reach State Pension Age.

If, for example, you are a director of a company with an Annual Earnings Period you may pay enough Class 1 NICs in your main job before you reach State Pension Age.

**How to apply**

Please complete and sign form CF379 and send it to us.

**When to apply**

You should send us your application form as soon as possible before 6<sup>th</sup> April 2024, but we will accept it up to 12<sup>th</sup> February 2025.

If we get your application between 12<sup>th</sup> February 2025 and 5<sup>th</sup> April 2025 we will only consider it with the agreement of your deferred employer(s). This is because we may not have enough time to process it and your employer may not be able to give you a refund before they complete their End of Year Tax Returns.

### **After you apply**

If we cannot allow you to defer, we will write and tell you why. If we grant deferment we will send the relevant employer(s) a deferment certificate. This asks them to deduct employee NICs at a rate of 1% on all your earnings above the employee's Earnings Threshold during the 2024/25 tax year. We will ask them to adjust their records and give you a refund of any over-deduction which may have already occurred during the current year. We will not give your employer(s) any information about your other job(s).

### **After the end of the tax year**

When the employer returns have been allocated to your record we will look at your NI record to check that you have paid enough Class 1 NICs in your main employment(s). If the NICs received are as expected then no further action is taken and you will be invited to renew your application for deferment the following year. If you have not paid enough Class 1 NICs and you owe money, we will write to you to ask for payment to be made within 28 days. You may not be invited to renew your application for deferment for the following year.

### **Notifying us of any changes**

You must tell us at once if

- any employment ends or starts, or
- you move home.

### **Too late to apply:**

If you had two or more jobs in a previous tax year and did not apply for deferment of Class 1 NICs but think that you may have overpaid Class 1 NICs in that tax year you may be able to get a refund of some of your Class 1 NICs.

If you think you are due a refund, write to:

National Insurance  
Income Tax Division  
2<sup>nd</sup> Floor, Government Office  
Bucks Road  
Douglas, Isle of Man, IM1 3TX

or email us at [nationalinsurance.itd@gov.im](mailto:nationalinsurance.itd@gov.im)

### **Getting advice:**

If you have any questions about deferring Class 1 NICs you can email us or phone the National Insurance section on 01624 685400.

### **If you are employed and self-employed:**

If you are employed and self-employed and expect to pay employee Class 1 NICs (at the main employment amounts noted above) and also Class 2 and Class 4 NICs regarding self-employment, you can ask to defer some of your Class 2 and/or Class 4 NICs until we can calculate the correct amount of NICs due after the end of the tax year. Application form CF359 is available on our website or you can contact us if you have any questions.



**The Treasury**  
*Yn Tashtey*  
 Assessor of Income Tax

**Income Tax Division**  
 National Insurance Section  
 2nd Floor, Government Office,  
 Bucks Road, Douglas,  
 Isle of Man, IM1 3TX  
 Telephone: (01624) 685400  
 E-mail: [nationalinsurance.itd@gov.im](mailto:nationalinsurance.itd@gov.im)  
 Web: [www.gov.im/incometax](http://www.gov.im/incometax)

**Application for deferment of Class 1 National Insurance contributions for  
 the tax year 6<sup>th</sup> April 2024 to 5<sup>th</sup> April 2025**

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1. National Insurance Number

2. Name and Address (Block capitals please) -

Mr/Mrs/Miss/Ms

3. Telephone Numbers –

Home		Mobile	
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**If you change any of the above contact details, please tell us.**

4. If you want your correspondence on this subject to be sent direct to your agent, please give their name and address:-


5. Please give details of your employments and estimated earnings during the 2024/25 tax year (please supply these details on a separate piece of paper if they will not fit below):-

Name and Address of Employer(s)	Staff or Payroll Number	Estimated earnings in the year from 6 <sup>th</sup> April 2024 to 5 <sup>th</sup> April 2025

Continued overleaf....

## DECLARATION

- ◆ I expect to pay Class 1 employee's National Insurance on earnings at or above the Upper Earnings Limit (i.e. £938 per week or £4,065.00 per month) regularly throughout the 2024/25 tax year in my employment with:-

Name of Employer	
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- ◆ I apply for deferment of payment of Class 1 National Insurance for the 2024/25 tax year in the other employment(s) listed on the previous page.
- ◆ I understand that in those employments where deferment has been granted, I will pay Class 1 (employee) NICs at a rate of 1% on all earnings that exceed the Earnings Threshold.
- ◆ I agree to notify the National Insurance section if any of my employments cease.
- ◆ I will provide such information as may be required to calculate the amount of any outstanding National Insurance.
- ◆ I undertake to pay any arrears requested within 28 days of their request.
- ◆ I accept that consideration will not be given to further deferment applications if a liability remains unpaid.

Signature of applicant \_\_\_\_\_ Date \_\_\_\_\_

Personal details on this form will be used by officers working in the Income Tax Division of The Treasury for the purposes of maintaining your Income Tax and National Insurance records. This information may also be shared with third parties such as those stated within the privacy notice below

Privacy Notice: To find out more about how we collect and use personal information, contact our office or visit our website at: [www.gov.im/treasuryprivacynotice](http://www.gov.im/treasuryprivacynotice) We will send you a paper copy if you telephone us or write to us using the contact details provided on this form.