

The Treasury Yn Tashtey

Assessor
N Guffogg

Income Tax Division
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Agent Appointment By An Individual

Agent Tax Reference Number

Income Tax or National Insurance
Reference Number

Please read the notes on the back before completing this authority

This authority allows the Income Tax Division to exchange information about your income tax and national insurance affairs with your appointed agent. It allows the appointed agent to act as your agent for tax and national insurance, including the submission of Income Tax Returns online and the use of other tax online enquiry and payment services.

I/We (<i>capital letters</i>)	<input type="text"/>		
Address	<input type="text"/>		
	<input type="text"/>		
Post Code	<input type="text"/>	Tel No	<input type="text"/>
		Mobile No	<input type="text"/>
authorise (<i>print your agent's business name</i>)	<input type="text"/>		
Agent's Address	<input type="text"/>		
	<input type="text"/>		
Post Code	<input type="text"/>	Tel No	<input type="text"/>
		Mobile No	<input type="text"/>
Fax No	<input type="text"/>	Email	<input type="text"/>
		Client Ref	<input type="text"/>
to act as agent for the following: (<i>please tick as appropriate, should you not wish your national insurance details to be available to your agent, please indicate</i>)			
1) Personal Affairs	<input type="checkbox"/>		
Including Tax & National Insurance			
2) Trust	<input type="checkbox"/>	<input type="text"/>	
3) Estate	<input type="checkbox"/>	<input type="text"/>	
4) Employer	<input type="checkbox"/>	<input type="text"/>	
5) Contractor	<input type="checkbox"/>	<input type="text"/>	
5) Third Party Payer	<input type="checkbox"/>	<input type="text"/>	
6) Partnership	<input type="checkbox"/>	<input type="text"/>	

Please see over ..

For Official Use

Client records noted: Initials

Date / /

This authority replaces any previous authority given by me/us. It applies to the current tax year and all future years and is to remain in force until cancelled by me/us in writing. This authority provides my/our agent with online access to all previous years' returns and correspondence.

Signature _____ Date _____ / ____ / ____
(please read notes below before signing)

Full name _____
(print)

Signature _____ Date _____ / ____ / ____
(spouse / other)

Full name _____
(print)

Who is Responsible for Signing this Form?

Who the authority is for	Who signs the authority
You	You.
You and your spouse (if jointly assessed)	You and your spouse.
Partnership	A partner of the partnership. This authority only applies to the partnership. Individual partners need to sign a separate authority for their individual tax affairs.
Trust	One or more of the trustees.
Employer's registration	The individual or partners employing staff.
Contractor's registration	The individual or partners taking on sub-contractors.
Estate	The Executor or Administrator (a copy of Will or Probate must accompany this form).
Power of Attorney	The appointed individual(s) (if not previously submitted, a copy of the Power of Attorney document must accompany this form).
Receiver for an Individual	The appointed individual(s) (if not previously submitted, a copy of the Court Order must accompany this form).

PLEASE NOTE: It is your responsibility to make sure that your Income Tax Return is received on time, and to pay any income tax or national insurance that is due.