

Tax Rebate Application Form – Education Sector

CONTACT DETAILS

Name:	
Address (including postcode):	
Telephone:	
Email Address:	

GENERAL INFORMATION

Job Title:	
What is your current tax code? Your tax code can be found on a recent payslip:	
Number of years employed in the profession:	

PROFESSIONAL FEES

	<u>PROFESSIONAL BODY OR UNION</u>	<u>CURRENT ANNUAL OR MONTHLY COST</u>
Example	General Teaching Council (GTC)	£36 per year

SPORTS RELATED CLOTHING (if relevant)

	<u>ITEM</u>	<u>COST PER ITEM</u>	<u>AVERAGE NUMBER OF ITEMS PER YEAR</u>
Example	Trainers	£30	X 2

SPORTS RELATED CLOTHING continued

	<u>ITEM</u>	<u>COST PER ITEM</u>	<u>AVERAGE NUMBER OF ITEMS PER YEAR</u>

ADDITIONAL INFORMATION

Please list below any further information you feel may be helpful in completing your tax rebate claim:

NB PLEASE ENCLOSE:

1. Complete the tax rebate application form
2. Sign TWO copies of the Agent Authority/Letter of Assignment
3. Please include your NATIONAL INSURANCE NUMBER in the top right hand corner of the Agent authority/letter of assignment where it states NI
4. Sign the Declaration for Sports Clothing (attached below) if relevant.

Please send all information to the Freepost address below. When we receive your application we will let you know via email, post or phone and process your claim immediately. On average a claim takes between two to three months to complete depending on HMRC timescales.

Any questions please call/email and we will be happy to help further.

Thank you for using Tax Rebate Services.

TaxRebateServices.co.uk

RETURN FORMS TO: Freepost RSJR-JTRH-ACTH, TRS, Unit 29 Carlisle Enterprise Centre, James Street, Carlisle CA2 5BB

Tel: 0845 094 0005

Email: info@taxrebateservices.co.uk

Fax: 01228 535 246

REFER A FRIEND

And receive a M&S voucher for each successful tax rebate claim!

(64/8) AUTHORITY TO ACT/ LETTER OF ASSIGNMENT

H.M. Revenue & Customs

Ref. No:

N.I:

(For Office Use) _____

(64/8) AUTHORITY TO ACT

I authorise H.M.R.C. to disclose information to TaxRebateServices.co.uk Ltd who are acting on my behalf. This authorisation is limited to my PAYE, National Insurance and Self Assessment matters.

LETTER OF ASSIGNMENT

I hereby unconditionally assign the repayment of income tax and Class 1 NIC overpaid by me for the period tax Y/E 5th April to 5th April to TaxRebateServices.co.uk Ltd.

FEE

I agree to TaxRebateServices.co.uk Ltd deducting a fee of 30% Incl VAT from any tax and national insurance rebate issued. In the event that no rebate is granted by HMRC no fee will be payable to TaxRebateServices.co.uk Ltd.

Print Name

Signature

Date

(64/8) AUTHORITY TO ACT/ LETTER OF ASSIGNMENT

H.M. Revenue & Customs

Ref. No:

N.I:

(For Office Use) _____

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I authorise H.M.R.C. to disclose information to TaxRebateServices.co.uk Ltd who are acting on my behalf. This authorisation is limited to my PAYE, National Insurance and Self Assessment matters.

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I hereby unconditionally assign the repayment of income tax and Class 1 NIC overpaid by me for the period tax Y/E 5th April to 5th April to TaxRebateServices.co.uk Ltd.

FEE

I agree to TaxRebateServices.co.uk Ltd deducting a fee of 30% Incl VAT from any tax and national insurance rebate issued. In the event that no rebate is granted by HMRC no fee will be payable to TaxRebateServices.co.uk Ltd.

Print Name

Signature

Date

DECLARATION:-

TO HER MAJESTY'S REVENUE & CUSTOMS

I,

NI NO.....

D.O.B.....

OF (address):-

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.....
.....
.....

YEARS OF CLAIM:

I DECLARE THAT AS A TEACHER I AM CONTRACTUALLY OBLIGED TO TEACH PHYSICAL EDUCATION LESSONS. IN THE PERFORMANCE OF MY DUTIES I HAVE TO PURCHASE SPORTS RELATED CLOTHING. I AM NOT SUPPLIED SPORTS RELATED CLOTHING BY MY EMPLOYER AND HAVE NOT BEEN REIMBURSED FOR PURCHASING SPORTS RELATED CLOTHING PURCHASED FOR WORK USE.

SIGNED.....

DATE.....