

H. BRAGMAN LTD DIRECTORS PENSION SC DAWS HOUSE 33-35 DAWS LANE LONDON NW7 4SD 655

Debt Management and Banking

Louise Johnson HMRC DMB 330 BX5 5AB



37500

Phone 0300 200 3852

www. hmrc.gov.uk

Date of issue 30 November 2015 Reference 846 P H 00158600

Dear Sir/Madam

Outstanding amount £703.97

We wrote to you previously about the amount shown above. Our records show that you still owe this amount and you haven't contacted us about it. For more details see the attached Statement of Liabilities.

If you operate PAYE then reporting in real time (RTI) doesn't change your responsibilities. You still need to pay the full amount you deduct from your employees throughout the year.

When paying us late electronically you need to give us the year and month your payment relates to so that we can correctly allocate it. To do this, use your 13-character reference shown above and add 4 additional characters for the year and month.

To pay in full now, or for more information and guidance about reporting in real time or paying late electronically, go to www.gov.uk/pay-paye-tax

Please note that we charge interest where you have paid late a PAYE or Construction Industry Scheme (CIS) charge that was due for payment on 19 April 2014 or later.

We may have added interest to the amount that you owe. The outstanding amount due may also include interest which has accrued to date. When we receive payment in full we will show the interest charged on the PAYE dashboard. You can see this at www.gov.uk/running-payroll/paying-hmrc

We know that RTI is new to employers and we want to help you to put right any issues to do with the amount shown above. If you need our help to work out what your payment should be, please phone us on 0300 200 3852 as soon as you get this letter. If you have an agent or representative you may wish to show them this letter.

Information is available in large print, audio tape and braille formats. Type talk service prefix number - 18001.



IDMS99P HMRC 08/12

Please act now unless you have paid in full within the last few days.

Yours faithfully

Officer of Revenue & Customs



Statement of liabilities

H. BRAGMAN LTD DIRECTORS PENSION SC

30 November 2015

Reference 846 P H 00158600

Period ended	Description	Unpaid amount
05-10-2015	PAYE Specified Charge Mth 6	
	Tax	327.68
	Class 1 NIC	373.89
	Interest To 30-11-2015	2.40

Total unpaid amount £ 703.97

Interest accruing, per day, until payment £ 0.05



Paying HMRC

Please ensure your payment reaches us by the due date.

We recommend the payment methods shown at 1 - 5 below. These are the most secure and efficient

1 Direct **Debit**



To set up a Direct Debit payment go to www.hmrc.gov.uk/login then go to log in or sign up for the appropriate online service.

5 Post Office Take the payslip with your payment to any participating Post Office. If paying by cheque, make your cheque payable to 'POST OFFICE LTD'.

The Post Office also accept payment by debit card.

6 Post

If you use this method:



OFFICE

- · make your cheque payable to 'HM REVENUE & CUSTOMS ONLY' followed by your payslip reference
- send the payslip and your cheque, both unfolded, to HM Revenue & Customs (in the return envelope, if provided).

A stamp for the correct postage is required.

If you do not have a return envelope, please send your cheque to: HM Revenue & Customs, **BRADFORD BD98 1YY**

2 Direct **Payment**



Using the internet or phone, provide your bank or building society with the following information to make a Direct Payment:

- · payment amount
- sort code 08-32-10
- account name 'HMRC'
- account number 12001020
- · your reference as shown on the payslip.

3 BillPay



Pay online using your debit or credit card. Go to www.billpayment.co.uk/hmrc and follow the guidance.

Your Bank



If your bank offers this service, take the payslip and payment to any branch of your bank. Any cheque must be drawn on your bank, and made payable to 'HM REVENUE & CUSTOMS ONLY'.

Other banks may refuse to accept payment.

Further payment information

You can find further payment information online. Go to www.hmrc.gov.uk/payinghmrc

Please do not write or mark below this perforation