Inland Revenue

Corporation Tax
Details of Clubs, Societies and Voluntary Associations and other similar bodies

Issued by and date

Telephone number _____

Tax reference _____

Please complete and return this form as soon as possible so that I can update our records.

May I remind you that you should

- operate PAYE on all remuneration paid including, for instance, fees and honorariums paid or credited to employees and office holders and
- deduct National Insurance contributions.

You are also required to make returns to the Collector of Taxes all annual payments and some interest paid, and the income tax deducted from them. If the club is likely to be making such payments within the next 12 months, a return is required of all annual payments and some interest paid, and the income tax deducted from them.

Throughout this form the word 'club' means club, society, voluntary association and other similar body.

Information

1 What is the full name of the club?

2 What is the full address of the club?

Postcode

3 What is the name and address of the accountant or agent who will be dealing with the club's tax affairs?

Postcode

4 To which address should all tax forms be sent if different from item 2 above?

Postcode

5 On what date was the club formed?

/ /

6 To what date will the first accounts be prepared?

/ /

✓ appropriate box

7 Is the club likely to be paying any remuneration to employees/office holders? Yes ☐ No ☐

8 Is the club likely to be making annual payments under deduction of tax? Yes ☐ No ☐

9 Do you need a copy of our booklet *The taxation of clubs, societies and voluntary associations (IR46)?* Yes ☐ No ☐

10 Is the club a charity? Yes ☐ No ☐

11 If 'Yes', what is the registration number?

12 If you agree to us contacting you by telephone to deal with any queries, please give a daytime telephone number (this includes agents)

Declaration

The information I have given on this form is correct and complete to the best of my knowledge and belief

Signature

Date

/ /

State the capacity in which you have signed the form