edu	ctions Wo	rking She	et P11 Ye	ar to 5 Apı	ril 2014	Employ	ee's details <i>use ca</i>	pitals									Turn o	ver page for	Weeks 31-52 (I	Months 8 –12	2) and End	of Year Sun	nmary box	
ox A E	mployer name				Box C Su	rname		Box E	National Insurance	e number	<b>Box G</b> Works/payroll	number		Box I Date of starting DAM YYYY	,	Box L	ax code †	† If amended cross out previo	ous code					
Box D First two forena Box D First two forena						st two forenames	Box F Date of birth DD MM YYYY Box H Gender 'M' 'F'						Box J Date of leaving DD MM YYYY			Box M A	Amended code †	Wk/Mth in whic		Please keep this form for at least three years after the end of the year to which it relates, or longer if you are asked to do so.				
You can find all the employer helpbooks on the internet, E13 Day-to-day payroll, E14, E15, E16, E19 covering statutory payments and the E17 Collection of Student Loans. If you need help with your payroll go to www.hmrc.gov.uk/paye or phone the Employer Helpline on 08457 143 143.					payroll A, B, C, I letter box employed year, the	the top of each D. Copy the Table lette on the 'End of Year Su e's circumstances chan Table letter may chang	nmary' overleaf. If the e part way through a						Box K Student Loan deductions case						, y		o do so.			
	National Ins	urance cont	tributions Not	te:     LEL = Lower Ear P = Upper Accrual Po	rnings Limit; PT = Prima int; UEL = Upper Earning	ry Threshold gs Limit	Statutory	ry payments						PAYE Income Tax										
		Earnings			Contribution		Statutory Sick Pay	Statutory Maternity Po	Ordinary Statutory	Additiona		Student		Pay in the			K codes only			K code	es only		K codes on	
-   ⊂	Earnings at the LEL (where earnings are equal to or exceed the LEL)	Earnings above the LEL, up to and including the P	to and including	Earnings above the UAP, up to and including the UEL  1d £ p	Total of employee's and employer's contributions - mark minus amounts 'R'	Employee's contributions due on all earnings above the PT	(SSP) paid to employee in the week or month included in column 2	(SMP) paid to employee in the week or month include in column 2	Paternity Pa (OSPP) paid to employee		Pay (SAP) paid to employee in the week or month included in column 2	Loan deductions (SLD) (whole pounds only)	Week number	week or month including statutory payments (SSP/ SMP/OSPP/	o date	Total 'free pay' to date as shown by Tables A *	Total 'additional pay' to date as shown by <i>Tables A</i>	Total taxable pay to date: column 3 minu column 4a or column 3 plus column 4b	to date as shown by Calculator Tables or		Regulatory limit: 50% of column 2 entry	Tax deducted or refunded in the week or month Mark refunds 'R'	Tax not deducted owing to the Regulatory limit	
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	this part of the If more than o used during th	one contribution in semployment,	e see Note 2 above. Table letter has been	(2) Add all (3) Take av (4) If (3) is	amounts of NICs no amounts of NICs ma way (2) from (1). a minus amount, ma t 'R' and carry forwar	rked 'R'. ork the			<u> </u>							than the amoun	t in column 3, lea	ve column 5 blar	nk.					

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Deductions Working Sheet P11 Year to 5 April 2014  Employee's details use capitals  Employee's details use capitals																										
Box A Employer name  Box C Surname  Box C Surname  Box C Surname  Box C Surname  Box C Surname  Box C Surname  Box C Surname  Box C Surname  Box C Surname  Box C Surname																										
Box	R HM Revi	venue & Ci	istoms office	name	Employer	DAVE reference	Box D	First two forenames		Box F	late of hirth DD M	BOY	H Gender 'M' 'F'		DI	Pate of starting  D MM YYYY  Box L			Rox M. Ar	mended code t	cross out previous					
Box B HM Revenue & Customs office name Employer PAYE reference Box D First two forenames								Box F Date of birth DD MM YYYY Gender						ox Joan South of Leaving  On MM YYYY			DOX IVI	Herided code (	VVK/IVILIT III VVIIIC	п аррпец	Please keep the after the end					
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See	Notes 1	and 2 o	verleaf	]											В	ox K Student Loa	an deductior	ns case (√)								
Ц	<b>—</b>					Note: IEI		to DT Duling one Through ald																		
	Nat	ational Insurance contributions  Note: LEL = Lower Earnings Limit; PT = Primary Threshold; UAP = Upper Accrual Point; UEL = Upper Earnings Limit.			Statutory p		PAYE Income Tax																			
er				Earnings deta	ails		Contr	ibution details	Sick Pay (SSP)	Statutory Maternity Pay (SMP)		Additional Statutory Paternity Pay	Statutory Adoption Pay (SAP)	Student Loan deductions	<u>.</u>	Pay in the week or month				K codes only	Total taxable		K cod	es only		K codes onl
qui	Earnin at the	9	Earnings above the	Earning	, .	Earnings above the	Total of employee's	Employee's contributions due	paid to employee	paid to employee	(OSPP) paid to	(ASPP) paid to	paid to employee	(SLD)	mber	including statutory				Total	pay to date:	s   Total 'tax due'	Tax due	Regulatory limit:	Tax deducted or refunded	Tax not deducted
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<b>3</b> C	ompiete this	s iine it pa	aay talis on .	5 April (in leap )	years 4 ana	(1) Add	d all amounts of N	ICs <b>not</b> marked 'R'.	▲ SSP total	▲ SMP total	▲ OSPP total	▲ ASPP total	▲ SAP total	▲ SLD total					than the amount	in column 3, lea	ve column 5 blan	k.				
E	End of Y	⁄ear Sur	nmary	Round down total of the e		(3) Tak	e away (2) from (				<b>A</b> 0311 total	71011 total	_ SAI total													
Er	nter NI			recorded in c	e nearest	, Ic mir	nus amount mark t than one contribution	the entry as 'R'.								Pay					Tax deduc	cted		Employ		
Tá	ontribution able letter see Note 2 o	here		whole pound		used du should l	ring this employmer oe applied separately	nt, steps (1) to (4) to each Table letter.	Cala and Cara	orated a CNL of						3 £	р		Pay and tax to		6 £	p W	nere you are using	Life Ass		
	T   1a		1b £	1c	£	1d £	1e £	p 1f £ p		racted-out Numl -out Salary Related								<b>■</b> In	previous emplo	yments		¦ a k	code enter the	contrib in this	employment	
									S									◀	In this employm Mark net refund	ent 'R'		in	column 7 for this ployment.			
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