



UNITED
TAX REFUNDS
Marlborough House
14 Manor Road, Dover
CT17 9LH


01233 329 474
claims@unitedtaxrefunds.com
www.unitedtaxrefunds.com

Hello,

Thank you for starting your MOD refund with United.

The next step to complete your claim is very simple, but *it is essential*.

What do you need to do now?

- 1 Print** this pack.
- 2 Sign** your signature or write your full name on the **forms** where you see this. 
- 3 Return** the forms to us at the address below, using a 1st class stamp. (We will reimburse you with your refund.)

Send your forms back urgently!

On average MOD personnel claim back around **£600-800 for each year** they claim a refund.

We will be able to work out how much your potential refund is worth when you have signed and returned these forms to us in the post.

I will call you after you have signed the forms to tell you how much we think you can claim.

Kind regards,

Amy Beales
United Tax Refund Specialist

P.S. You must send the signed forms back to us in the post, as HMRC require your actual handwritten signature. You can't email them to us!

You don't need you to send us the blank pages.

RETURN THE FORMS TO THIS ADDRESS:

UNITED TAX REFUNDS
Claims Dept.
Marlborough House,
14 Manor Road, Dover, CT17 9LH



UNITED
TAX REFUNDS
Marlborough House
14 Manor Road, Dover
CT17 9LH

HMRC
PAYE & Self-Assessment
BX9 1AS

01233 329 474
claims@unitedtaxrefunds.com
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LETTER OF ASSIGNMENT

Particulars of Claimant

FAO: HMRC

I absolutely and unconditionally assign any income tax overpaid by me for the tax years ending 5th April 2015, 2016, 2017, 2018 and 2019 to **UNITED TAX REFUNDS**.

Repayments can be sent via BACS payment into the client account of my assignee as stated below or by a payable order to their address.

Requests for further information should be made immediately to **UNITED TAX REFUNDS**.

Particulars of Assignee

Address: Marlborough House, 14 Manor Road, Dover, CT17 9LH

Bank: Santander
Account Name: Clients Account
Account Number: 22317348
Sort Code: 09 01 29

This assignment applies to all monies due to me excluding any set-off exercised by HMRC.



Date: _____

Why do you need to complete a tax return?

i You must complete this section.

Tell us by ticking a box for any of the following reasons that apply to you and entering the relevant date DD MM YYYY

I became a company director	<input type="checkbox"/>	on	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
I have been getting income from land and property in the UK	<input type="checkbox"/>	from	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
I have been getting taxable foreign income in excess of £300 a year	<input type="checkbox"/>	from	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
I receive annual income from a trust or settlement	<input type="checkbox"/>	from	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
My annual income will exceed £100,000	<input type="checkbox"/>	from	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
I have been getting untaxed income that cannot be collected through my PAYE tax code	<input type="checkbox"/>	from	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
I have Capital Gains Tax to pay	<input type="checkbox"/>								

for the tax year ending

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Any other reason *give details below*

I INTEND TO CLAIM OVER £2,500 OF EXPENSES.

What date does this apply from? DD MM YYYY

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Your declaration

i You must sign and date the declaration.

I declare that

- the information I have given on this form is complete and correct to the best of my knowledge and belief
- I will tell HM Revenue and Customs straightaway if my circumstances or plans change in a way that affects the answers I have given on this form.



Signature

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Date DD MM YYYY

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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i Please send your completed form to:
Central Agent Authorisation Team, National Insurance Contributions Office, Benton Park View, Newcastle upon Tyne NE98 1ZZ.

Please read the notes on the back before completing this authority. This authority allows us to exchange and disclose information about you with your agent and to deal with them on matters within the responsibility of HM Revenue and Customs (HMRC), as specified on this form. This overrides any earlier authority given to HMRC. We will hold this authority until you tell us that the details have changed.

Please tick the box(es) and provide the reference(s) requested **only** for those matters for which you want HMRC to deal with your agent.

I, (print your name)
of (name of your business, company or trust if applicable)
authorise HMRC to disclose information to (agent's business name)
UNITED TAX REFUNDS LTD.
I agree that the nominated agent has agreed to act on my/our behalf, and the information is correct and complete. The authorisation is limited to the matters shown on the right-hand side of this form.
Signature see note 1 overleaf before signing
Date



Give your personal details or company registered office here

Address
Postcode
Phone number

Give your agent's details here

Address	MARLBOROUGH HOUSE, 14 MANOR ROAD, DOVER
Postcode	CT17 9LH
Phone number	01233 329 474
Agent codes (SA/CT/PAYE)	2256UK
Client reference	

For official use only

SA	<input type="checkbox"/>	/	/	COTAX	<input type="checkbox"/>	/	/
NIRS	<input type="checkbox"/>	/	/	EBS	<input type="checkbox"/>	/	/
COP	<input type="checkbox"/>	/	/	VAT	<input type="checkbox"/>	/	/
NTC	<input type="checkbox"/>	/	/	COP link	<input type="checkbox"/>	/	/

Individual Tax Affairs

*delete as appropriate (including National Insurance)

Your National Insurance number (individuals only) If you are self employed tick here

Unique Taxpayer Reference (UTR) (if applicable) If UTR not yet issued tick here

If you are a Self Assessment taxpayer, we will send your Statement of Account to you, but if you would like us to send it to your agent instead, please tick here

Tax credits

Your National Insurance number (only if not entered above)

If you have a joint tax credit claim and the other claimant wants HMRC to deal with this agent, they should sign here

Name

Signature

Joint claimant's National Insurance number

Corporation Tax

Company Registration Number

Company's Unique Taxpayer Reference

NOTE: Do not complete this section if you are an employee. Only tick the box if you are an employer operating PAYE

Employer PAYE Scheme

Employer PAYE reference

VAT (see notes 2 and 5 overleaf)

VAT Registration Number If not yet registered tick here