

HMRC Gateway Information:

Corporation Tax

Company UTR Number
Company Registered Address with Postcode
Trading Address with Post Code

Company House Registration Number

Existing HMRC Gateway Details:

User ID.....
Password.....

Self Assessment

Individual UTR Number
National Insurance Number
Trading Address with Post Code

Existing HMRC Gateway Details:

User ID.....
Password.....

Value Added Tax (VAT)

Company Registration Number
VAT Number
VAT Registration / Effective Date (copy of VAT certificate)
Last filed VAT Return Box 5 figure
Last filed VAT Return Month End Date

VAT Shared Secrets Setup
First School
Last School
Memorable Name
Memorable Place
Memorable Date

VAT Direct Debit Setup
Business Bank Account Name
Business Bank Account Number
Business Bank Account Sort Code

Existing HMRC Gateway Details:

User ID.....
Password.....

Payroll (PAYE)

Accounts Office Reference Number
Employers PAYE Reference Number
Company Registered Address with Post code
Company Trading Address with Post code

PAYE Direct Debit Setup
Business Bank Account Name
Business Bank Account Number
Business Bank Account Sort Code

Existing HMRC Gateway Details:

User ID.....
Password.....

Companies House

Authentication Code of the company