

HMRC
PAYE, Self Assessment
PO Box 1970
Liverpool
L75 1WX

(Tel No. 0300 200 3300)

Your Name & Address

National Insurance Number _____

Date: _____

Dear Sir,

Income Tax Relief – Police Federation Subscriptions

INLAND REVENUE HEAD OFFICE REFERENCE = SAPP/T1644/23/82/MA

I am a subscribing member to the Police Federation and have been since *(date of either joining the force or date of re-joining)*.

I understand that there is a national agreement under Inland Revenue Head Office reference number of – SAPP/T1644/23/82/MA for relief from 1st April 1994 to be given on subscriptions to the Police Federation. Accordingly, I wish to make a claim for such reimbursement of that relief. To assist you in assessing my relief the rate of my subscriptions to the Police Federation has been as follows:

PROFESSIONAL FEES AND SUBSCRIPTIONS

<u>Federation Subscription Rates</u>	<u>Subs Paid in Tax Year (April – March)</u>
Year 1 £5.42 per cal month	£65.04
Year 2 £10.79 per cal month	£129.48
Year 3 onwards £21.58 per cal month	£258.96

Those Officers that have already been promoted to Sergeant under the fast track entry process and would still be paying reduced subscriptions rates on or after the 1st September 2015 will go onto the full rate subscription at that date.

FLAT RATE EXPENSE ALLOWANCE

06/4/2008 onwards Tax Relief on the sum of **£140** for the tax year is claimable

I ask that the entitlement to previous years expenses be calculated and put into my current code number as an Early Years Adjustment and any tax overpaid be repaid to me through my wages.

Yours faithfully

Signature.....