

## Consent form for HM Revenue and Customs customers

What you need to do to give your consent for a charitable or voluntary organisation to act on your behalf for HM Revenue and Customs matters:

- Please **complete PART 1, 2 and 3** of this form
- Please return the completed form to the organisation who will act on your behalf.

PART 1 - Giving your consent
I, .....(your full name) agree that <u>Tax Help for Older People</u> can act on my behalf and HM Revenue and Customs can discuss with and disclose information to <u>Tax Help for Older People</u> about the matters set out in Part 3, until the matters are settled.

PART 2 – Information to help us identify you	
Your current address	
Your previous address(es) if moved in last 4 years	
Your date of birth	
Your National Insurance Number	
Your signature	
Date	

PART 3 – The matters you are giving your consent for			
Please tick which apply	Type of Tax etc	Tax Year(s)	Reference numbers <u>if known</u> (e.g. Unique Taxpayer Reference Employer’s Reference etc)
<input type="checkbox"/>	Self Assessment		
<input type="checkbox"/>	PAYE employee		
<input type="checkbox"/>	Other (state below):		
<input type="checkbox"/>			
<input type="checkbox"/>	Money due to HMRC now		
<input type="checkbox"/>	Money due to HMRC in the future		

**For official use only**

PART 4 – To be completed by the organisation acting on your behalf		
Name of Organisation	TaxHelp for Older People	
Address of organisation	10 Pineapple Business Park Salway Ash, Bridport, Dorset, DT6 5DB	
Name of person obtaining consent		
Signature		
Date & time consent received	DATE	TIME
Date & time of 1 <sup>st</sup> call to HMRC	DATE	TIME
Date consent ceased		

**NOTE:** In accordance with HMRC policy the organisation acting for you will keep this form for at least 7 years