

# PAYING HMRC

## DON'T OVERLOOK YOUR DECEMBER PAYMENT

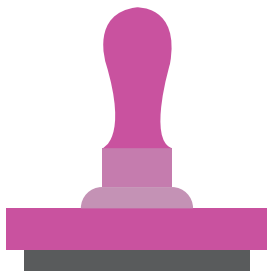
The December payment deadline will soon be upon us.

Any electronic payment for the tax period ended 5 December 2017 must clear into the HMRC account by **22 December**. If you pay by cheque in the post, payment must reach the Accounts Office by **19 December**.

If you shut down early for Christmas, we want to remind you to pay on time or make arrangements to ensure your payment will be made on time.

If you pay the right amount, at the right time and use your 13 character Accounts Office reference you won't incur interest and Late Payment Penalties

### PAYING HMRC AT THE POST OFFICE



Following from HMRC, earlier in the year the pay at the Post Office service will be withdrawn from **15th December 2017** and now on from **13th January 2018**, HMRC will no longer accept payment by personal credit card. Debit cards and corporate credit cards will continue to be accepted.

**Due to changes introduced by HMRC, we've made a note of all the ways you can make a payment:**

- ✓ Direct Debit
- ✓ Online or telephone banking, which includes Faster Payments, Bacs and CHAPS
- ✓ Debit card online or by telephone

These are more secure and will save you the time and expense of going to a post office or bank.

GOV.UK has information about paying HMRC including further ways to pay, along with more guidance on paying your self assessment tax bill.

### CONTACT US

If you have any further questions about HMRC payments, or to make sure you are fully compliant, please get in touch with a member of our payroll team.