

## P60's

P60's are issued to all employees, who are in employment with NLC, on the last day of the tax year (5 April). Employees must have their P60's by 31 May of the same year.

### What is shown on the P60?

The P60 will show the following:

- Surname and Forename
- National Insurance Number
- Work/payroll Number
- Taxable Pay in Previous employment (if applicable)
- Tax Paid in Previous employment ( if applicable)
- Taxable Pay in this employment
- Tax paid in this employment
- Taxable pay Total for the year
- Tax paid Total for the year
- Final tax code for the year
- National Insurance Category
- National Insurance Earnings and Contributions
- Statutory Payments
- Student Load Deductions (if any)
- Employees Name and Address
- Employers Name and Address
- Employers PAYE reference

### What is not shown on the P60?

The P60 will not show the following:

- Any contribution made towards your pension scheme. This is due to the fact that pension is calculated and deducted before tax is calculated and your P60 is to show year to date taxable pay. An annual pension statement is provided by your pension fund.
- Voluntary deductions from pay
- Tax week

### Reasons for not receiving a P60

- You have left employment through the tax year, i.e. you should have received a P45 shortly after leaving and therefore a P60 will not be produced.
- There is an incorrect or old home address on file
- There is an incorrect or old email address on file