

## Statement of Self-Employed Income

This form is to be used where a customer has self employed income  
It is important that all questions are answered in full.

### 1. Personal Details

Name  
Address

Contact number

### 2. About your business

(a) Name and address of business

(b) Type of business

(c) Date business commenced

/ /

(d) Average number of hours worked per week

(e) Name and address of your accountant

### 3. If you contribute to personal pension, please state

(a) Amount paid

£

(b) Frequency of payment (eg weekly, monthly etc)

### 4. Self-Assessment - Income Tax

Please send your latest self assessment tax return form. If this is not available please state the reason

Please complete this statement of accounts in respect of the last 12 months trading. If you have not been trading for 12 months, enter the figures for the whole period since your business commenced to present date.

Specify exact period covered From: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ To: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**Income**

Sales or Takings	£
Value of stock	£
Gross Profit	£

**Expenses (Business Expenses only)**

Payments for stock	£
Wages (paid to wife/husband/partner)	£
Wages paid to other	£
Rent	£
Business Rates	£
Heating	£
Lighting	£
Advertising	£
Printing / Stationery	£
Postage	£
Telephone	£
Motor expenses	£
Business insurance	£
Bank charges	£
Interest payments of business loans	£
Repair / Replacement of business asset	£
Bad debts	£
Depreciation	£
Business entertainment	£
Other (please specify)	£
	£
	£

Is it reasonable to assume that the trading figures for the next 3/6 months will be similar to those quoted above? YES  NO

If no, please explain the likely difference on a separate sheet.

Do any of the above figures include amounts in respect of any personal use? YES  NO

If yes, please give details and amounts

**Declaration**

I declare that the information given on this form is true and complete to the best of my knowledge. I authorise you to make any enquiries to verify the information given on this form. I understand that giving false information may result in prosecution.

Signed \_\_\_\_\_ Dated \_\_\_\_\_

**For Office Use**

Gross Amount	Income Tax	National Insurance	Net Weekly Earnings
£	£	£	£