HM Revenue & Customs

Corporation Tax
New Company Details

Issued by

Telephone number

Date of issue

Reference

Only use this form if the company is active - please read the *Notes For New Companies*

Please complete this form and send it to us when the company starts any business activity. If that is not going to happen for a while, please send us the *CT41G Dormant Company insert* instead, and keep this form until you need it.

The reference above is your company's unique taxpayer reference. You, or your authorised agent, will need to quote it whenever you contact us about the company's corporation tax affairs. It is confidential so please keep it secure.

The HMRC office that deals with your company is also shown above.

Information about the company

You must give the information below

1. The date on which the company's first accounting period began.

2. The company's full name, if different from that shown above.

3. Preferred abbreviation, if needed (no more than 56 characters including letters and spaces).

4. The company's registered number.

5. The company's registered office address, if different from that shown above.

Postcode

6. The address of the company's principal place of business.

Postcode

7. The nature of the business carried on by the company.

8. The date to which the company intends to prepare its accounts.

9. If the company has taken over any business, including any trade, profession or vocation, formerly carried on by another then supply the name and address of that former business,

Postcode

and the name and address of the person from whom the business was acquired.

Postcode

10. If the company has been obliged to comply with the requirements of the Income Tax (Pay As You Earn) Regulations (2003), enter the date on which that obligation first arose.

11. If the company is a member of a group for loss and group relief purposes, enter the name of the parent company and its registered office address.

Parent name

Address

Postcode

Please enter the name of the group of companies, and the HMRC office and tax reference number of the parent company, if you know the details.

Group name

HMRC Office

Parent's reference

12. The full name and home address of each of the directors of the company. Please enter the National Insurance number, HMRC office and reference for each director, if you know the details. If there are more than 3 directors please give the information for the others on a separate sheet.

Full name

Postcode

National Insurance number

HMRC office

Reference

Full name

Postcode

National Insurance number

HMRC office

Reference

Full name

Postcode

National Insurance number

HMRC office

Reference

Additional information

13. If you have appointed an agent to act in relation to the company's corporation tax affairs please attach the completed authority (*form 64-8*). √ *if attached* ☐

14. Please enter the name and full telephone number of someone you would like us to contact about the company's corporation tax affairs.

Name

Telephone number

15. The name of the HMRC office dealing with the company's PAYE and the reference number.

HMRC office

PAYE reference /

16. Please tick each box that applies if the company makes any payments, including benefits, to

	√ *if yes*
Directors and / or Shareholders	☐
Employees	☐
Subcontractors	☐

17. Please enter the name and full telephone number of someone you would like us to contact about the company's PAYE responsibilities.

Name

Telephone number

18. A copy of the company's Memorandum and Articles of Association. √ *if attached* ☐

19. If the company is likely to pay interest or royalties or any other annually recurring payment for which the company has to make a payments and interest return on form CT61. √ *if yes* ☐

20. Is the company a charity? √ *if yes* ☐

21. If the charity already has a taxpayer reference, enter it here.

Declaration

The information I have given on this form is correct and complete to the best of my knowledge and belief

Signature

Date

Status in which you have signed the form

Except where a liquidator or administrator has been appointed, any person who is authorised to do so may sign on behalf of the company.
A photocopy of a signature is not acceptable.