

# Register as an employer - Limited Company with up to 2 directors

\*indicates required information

## Agent information

Are you an agent acting on behalf of an employer engaging subcontractors? If 'Yes' please tick the 'Agent' box below.

Agent

## Business details

Company Unique Taxpayer Reference:

Company name: \*

Trading name (if appropriate):

Company Registration Number:

Business address line 1 (not a PO Box number): \*

Business address line 2: \*

Business address line 3:

Postcode: \*

Please tick the box below if this is your registered office address.

Registered office

Registered office address (if different to business address).

Registered office address line 1:

Registered office address line 2:

Registered office address line 3:

Postcode:

Business telephone number:

Nature of business being registered: \*

Are you providing new employer details to operate an Occupational Pension Scheme? If 'Yes' please tick the box below.

Occupational Pension Scheme

Have you already made payments to employees? If 'Yes' please tick the box below.

Yes, payments already made

Please enter the first pay date or first date you made payments of expenses and/or provided benefits to your employees below.

Date of any payments or benefits\*   
paid: dd/mm/yyyy

Please enter below the number of employees you employ or expect to employ in this tax year.

Number of employees (including\*   
paid directors):

Will you be engaging any subcontractors in the construction industry during this tax year? If 'Yes' please tick the box below.

Yes, I'll be engaging subcontractors

If your business is a limited company do you intend to reclaim Construction Industry Scheme (CIS) deductions taken from payments? If 'Yes' please tick the box below.

Yes, I'm intending to reclaim CIS deductions

Do you intend to provide expenses and benefits to your employees? If 'Yes' please tick the box below.

Yes, I'm intending to provide expenses & benefits

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### Contact details

Contact email address: \*

Contact telephone number: \*

Correspondence name:

Correspondence address (if different to business address).

Correspondence address line 1:

Correspondence address line 2:

Correspondence address line 3:

Postcode:

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### Director details

#### Director 1

Director's name: \*

National Insurance number: \*

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#### Director 2

Director's name:

National Insurance number:

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**After you click the 'Next' button you will see a preview page summarising the information you have provided. If this page is not displayed, please use the scroll bar to locate any missing or incorrect entries highlighted in red.**

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