

## **Please submit your Self Assessment tax return for the year ending 5 April 2022**

Our records show that we sent you a 'notice to file' a tax return for the tax year ending 5 April 2022. However, you haven't yet submitted this return. You've submitted your returns for the tax years ending 5 April 2021 and 5 April 2023.

### **What you need to do now**

Please submit your outstanding tax return by 12 July 2024. To do this, go to GOV.UK and search 'File your Self Assessment tax return online'.

You can find all the information you need to help you submit your return online. Go to GOV.UK and search 'Self Assessment'.

### **What will happen after you submit your outstanding return**

We may charge you penalties for any late returns and any tax you need to pay. We also charge interest on any tax that you pay late. For more information about how much we may charge, go to GOV.UK and search 'estimate Self Assessment penalties'.

If you don't believe a tax return is due, please call our helpline on 03000 516640. Or go to GOV.UK and search 'who must complete a tax return' or 'no longer need to send a tax return'.

For more information about how to pay any tax you owe, go to GOV.UK and search 'pay your Self Assessment tax bill'.

### **If you don't submit your outstanding return**

If we don't receive your return by 12 July 2024, we'll send you a 'determination'. This is an estimate of how much tax we think is due. We will do this based on the information we already have.

You can pay the determination. Or, if you disagree with it, you can send us a return with the correct figures. Please send your return to the address on the determination.

### **Further help and advice**

If you have an authorised tax advisor, we've sent them a copy of this letter. You may want to discuss this with them.

If you wish to talk to us about this matter, please phone 03000 516640. Or email us at [response2@hmrc.gov.uk](mailto:response2@hmrc.gov.uk)

Please quote [\[CFSS ref from data file\]](#) when you contact us. Please make sure that you read the enclosed factsheet and confirm to us that you accept the risks of using email.

If you have any health or personal circumstances that may make it difficult for you to deal with us, please tell us. For more information, go to GOV.UK and search 'Get help from HMRC if you need extra support'.

Yours sincerely

**Wealthy Midsized Business Compliance Officer**