



# States of Guernsey

## Revenue Service

PO Box 37  
St. Peter Port  
Guernsey, GY1 3AZ  
+44 (0) 1481 225700  
revenueservice@gov.gg  
www.gov.gg

### APPLICATION TO PAY INCOME RELATED CONTRIBUTIONS

**SURNAME** \_\_\_\_\_

**OTHER NAME(S)** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ **POST CODE** \_\_\_\_\_

**TELEPHONE NUMBER(S)** \_\_\_\_\_

**SOCIAL SECURITY NO** \_\_\_\_\_ **TAX REFERENCE** \_\_\_\_\_

**EMAIL ADDRESS** \_\_\_\_\_

**DATE OF BIRTH** \_\_\_\_\_

I hereby apply for a certificate of assessment of income-related non-employed (Class 3) contributions under regulation 10 and 11 of the Social Insurance (Contributions) Regulations 2000 in respect of each contribution year or part of a contribution year in relation to which my relevant income within the meaning of those regulations is below the current upper annual income limit for Class 3 contributions for that contribution year.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

please answer the questions overleaf



# INCOME ESTIMATES

Please provide the following information:

**a) To be completed by applicants who are ceasing work**

If you intend ceasing/have ceased employment in Guernsey or Alderney during 2023 please state the date of ceasing

--	--	--

**b) To be completed by applicants attaining pension age**

Will you be continuing in employment beyond your pension age?

YES	NO
-----	----

**c) To be completed by recent arrivals in Guernsey or Alderney**

If you have become a resident of Guernsey or Alderney during 2023, please state date of arrival

--	--	--

**d) To be completed by all applicants**

	2023 £	2024 £
Income Estimates		
<b>Unearned/Other Income</b>		
<b>Occupational Pension</b>		
<b>Employed Earnings</b>		
<b>Self-employed Earnings</b>		

**e) Do you have a beneficial interest in an investment or property holding company?**

YES	NO
-----	----

**f) To be completed by applicants under pension age with income below £21,190.**

Would you like to pay contributions at the voluntary rate of £24.67 per week?

If yes, please state the date you would like to pay from .....

YES	NO
-----	----

*Please note: Voluntary contributions will count for pension purposes only. Your entitlement to claim short-term benefits (such as incapacity) may be affected as a result of a non-employed classification.*

**NOTES:** **Unearned/Other Income** is the total of all income which cannot be included in the next three categories. **Occupational Pension** is the pension you receive from an employer. The Old Age Pension paid by Social Security should be included in the Unearned/Other Income estimate. **Unearned/Other Income** and **Occupational Pension** must be estimates of the income you expect to receive under these headings for the complete year. **Employed/Self-employed Earnings** figures must be estimates of the income you expect to receive for the year excluding any earnings received before pension age or the date you ceased work. (In the latter case the figures should be nil).

Instead of charging the maximum rate, the Revenue Service will use your estimates of income to assess your contribution liability. When Income Tax figures are available in relation to the actual income this will replace the estimates. An account or refund will then be issued for the difference.



The Policy and Resources Committee will process any personal data which you provide, via this form, in accordance with the Data Protection (Bailiwick of Guernsey) Law, 2017. Further information about how your personal data is processed by the States of Guernsey can be found at [www.gov.gg/revenueservice](http://www.gov.gg/revenueservice) or alternatively you may contact us on 225700 and request a paper copy.