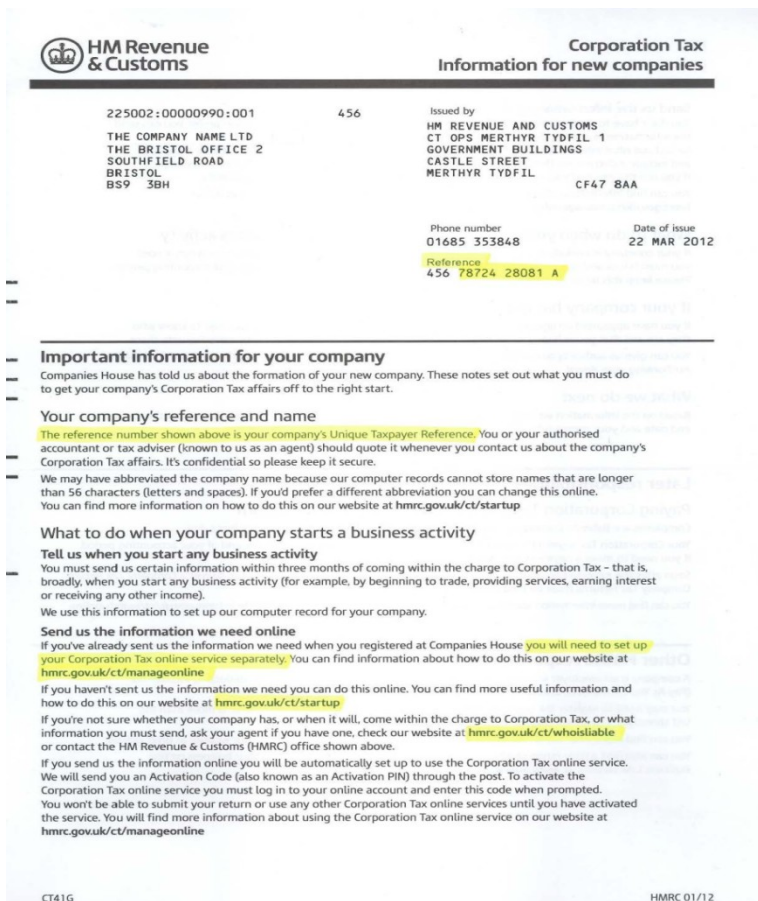


CT41G – New Company Details Form

Help! I've incorporated my company and now I've had this form!

Don't panic! The Form CT41G is a document issued to all newly registered companies by HM Revenue and Customs. Corporation Tax is a tax on the taxable profits of limited companies. It's for you to inform HMRC and get your companies corporation tax affairs correct.



HM Revenue & Customs Corporation Tax Information for new companies

225002:0000990:001 456 Issued by
HM REVENUE AND CUSTOMS
CT OPS MERTHYR TYDFIL 1
GOVERNMENT BUILDINGS
CASTLE STREET
MERTHYR TYDFIL CF47 8AA

THE COMPANY NAME LTD
THE BRISTOL OFFICE 2
SOUTHFIELD ROAD
BRISTOL
BS9 3BH

Phone number 01685 353848 Date of issue 22 MAR 2012

Reference 456 78724 28081 A

Important information for your company
Companies House has told us about the formation of your new company. These notes set out what you must do to get your company's Corporation Tax affairs off to the right start.

Your company's reference and name
The reference number shown above is your company's Unique Taxpayer Reference. You or your authorised accountant or tax adviser (known to us as an agent) should quote it whenever you contact us about the company's Corporation Tax affairs. It's confidential so please keep it secure.

We may have abbreviated the company name because our computer records cannot store names that are longer than 56 characters (letters and spaces). If you'd prefer a different abbreviation you can change this online. You can find more information on how to do this on our website at hmrc.gov.uk/ct/startup

What to do when your company starts a business activity
Tell us when you start any business activity
You must send us certain information within three months of coming within the charge to Corporation Tax - that is, broadly, when you start any business activity (for example, by beginning to trade, providing services, earning interest or receiving any other income).
We use this information to set up our computer record for your company.

Send us the information we need online
If you've already sent us the information we need when you registered at Companies House you will need to set up your Corporation Tax online service separately. You can find information about how to do this on our website at hmrc.gov.uk/ct/manageonline
If you haven't sent us the information we need you can do this online. You can find more useful information and how to do this on our website at hmrc.gov.uk/ct/startup
If you're not sure whether your company has, or when it will, come within the charge to Corporation Tax, or what information you must send, ask your agent if you have one, check our website at hmrc.gov.uk/ct/whoisliable or contact the HM Revenue & Customs (HMRC) office shown above.
If you send us the information online you will be automatically set up to use the Corporation Tax online service. We will send you an Activation Code (also known as an Activation PIN) through the post. To activate the Corporation Tax online service you must log in to your online account and enter this code when prompted. You won't be able to submit your return or use any other Corporation Tax online services until you have activated the service. You will find more information about using the Corporation Tax online service on our website at hmrc.gov.uk/ct/manageonline

CT41G HMRC 01/12

The Form CT41G will be sent to the company's registered office for completion usually within 3 months of starting any business activity e.g. trading. To set up your corporation tax service you will need to register online; www.hmrc.gov.uk/ct/manageonline

For most newly incorporated companies it is the first time that they have seen a scary looking form from HMRC so it's not unusual to panic a bit!

If you haven't received the form from HMRC then you can find details on their website;

www.hmrc.gov.uk/ct/startup
www.hmrc.gov.uk/ct/whoisliable

If you have incorporated your company with the view that it will remain dormant for the foreseeable future then you don't need to inform HMRC.

Don't ignore this form!

If you don't notify HMRC about your company starting to trade and therefore being liable for corporation tax you could face a penalty. HMRC calls this a 'failure to notify' penalty. It's important to complete these forms accurately, not only to avoid a penalty but because HMRC uses the information you provide to work out your Corporation tax paying and filing deadlines.