

## SELF EMPLOYMENT INCOME SUPPORT SCHEME (SEISS)

Written 4 May 2020

### HMRC UPDATE ON HOW TO APPLY FOR SEISS

HMRC have recently released an update on how self employed people will be able to apply for government funding as part of the Covid-19 financial support package.

There are some important points to note and you will need to take action;

- As your accountant/tax agent **we cannot make the claim for you**
- You can **check now if you are eligible**
- You will need your own HMRC Gateway to make a claim
- If you are eligible you will be able to claim from midday on Thursday 14 May
- Claims will be paid early June if claim is approved

### WHERE CAN I CHECK IF I AM ELIGIBLE?

You do not need a gateway to check if you are eligible for the scheme, you can check using the following link <https://www.tax.service.gov.uk/self-employment-support/enter-unique-taxpayer-reference>

You will need your **Unique Tax Reference (UTR)** and **National Insurance Number** to check your eligibility.

If you do not have these details, please contact the office on 01527 831991. Our Reception team will be able to help but will ask you a few security questions first before giving out your information.

### HOW TO REGISTER FOR A GOVERNMENT GATEWAY ACCOUNT?

If you are eligible for a SEISS claim, HMRC will prompt you to login to or register for you own HMRC Gateway.

To Register for a new Gateway:

- You will need to enter your email address (you will need to be able to access these emails)
- You may also need a passport or driving license to provide your identity

### WHEN YOU MAKE YOUR CLAIM

You will need your:

- Government Gateway user ID and password (as set above)
- Self Assessment UTR
- National Insurance number
- Bank account number and sort code you want us to pay the grant into (only provide bank account details where a Bacs payment can be accepted)

If we are made aware of any further information being required, prior to the claim availability opening on 14 May, we will endeavor to send a further update.

Full HMRC Guidance is available here and should be updated regularly.

<https://www.gov.uk/guidance/claim-a-grant-through-the-coronavirus-covid-19-self-employment-income-support-scheme>