

Registering for Self Assessment and National Insurance contributions if you are a self-employed sole trader

About this form

If you are starting out in self-employment you must tell us straightaway. If you are not starting within 28 days you cannot register yet.

National Insurance number:

- you must have a National Insurance number before you can register for Self Assessment or self-employment
- to apply for a National Insurance number phone Jobcentre Plus on 0345 600 0643
 you may be asked to go to an interview to confirm your identity

Do not fill in this form CWF1 if you want to register:

- · a new partnership, fill in form SA400
- · as a partner in a partnership, fill in form SA401
- · as a director fill in form SA1
- · partners who are not individuals, for example, companies and trusts should fill in form SA402

| For of | ficial use | e only | |
|--------|------------|---------|--|
| System | action co | omplete | |
| | | | |

| 1 What is your National Insurance number? | 9 Current home address |
|--|--|
| | |
| 2 Have you previously registered for Self Assessment? | Postcode |
| No Yes | |
| If Yes, what is your Unique Taxpayer Reference (UTR)? This is the 10-digit reference number shown on any Self Assessment returns, correspondence or letters | Daytime phone number (including area code) |
| | 11 Give the date you moved to this address? DD MM YYYY |
| 3 Title Mr, Mrs, Miss, Ms, or other title | |
| man, a series of the series of | 12 Email address. If you are an authorised agent completing on behalf of a client enter your own email address. HM Revenue and Customs (HMRC) will utilise this email |
| 4 First name(s) | address to interact with customers. |
| 5 Last name | Previous home address if you have lived at your currer home address for less than 3 years |
| 6 Previous last name if applicable | Postcode |
| 7 Date of birth DD MM YYYY | Are you a UK resident? If you are not sure how to answer this question, go to www.gov.uk/personal-tax/coming-to-uk |
| 8 Are you male or female? | No Yes |
| | If No, go to question 15 Have you come to the UK from a non-EU country |
| Male Female | within the last 12 months? |
| | No Yes |

| | About your business | | |
|---|---|--|--|
| 16 | What is the name of your business? If your business does not have a name leave this box blank | Are you an Examiner, Invigilator or set examination/test questions under a "Contract of Service"? No Yes | |
| 17 | What sort of self-employed work do you do? | Are you a Minister of Religion - not in receipt of salary or stipend? | |
| 18 | Are you a sub contractor under Construction Industry | No Yes | |
| | Scheme (CIS)? | 25 Is your business in Investment? | |
| | No Yes | No Yes | |
| | If you wish to register and be paid Gross you will need | NO TES TEST TEST TEST TEST TEST TEST TEST | |
| | to complete form CIS302. For more information, go to www.gov.uk/cis or phone 0300 200 3210. | Business address if your business address is the same as your home address, leave this box blank | |
| 19 | When did the above period of self-employment start? DD MM YYYY | | |
| | | | |
| | | Postcode | |
| | 20 Are you a share fisherman? No Yes 21 Is your business in Land and Property? | 37 Will you be doing all your work for 1 correspond from? | |
| | | 27 Will you be doing all your work for 1 person or firm? No Yes | |
| 21 | | If Yes, what is their full name and address? | |
| | No Yes | | |
| 22 | Are you a Director? | | |
| | No Yes | Postcode | |
| | NO L. TES L. | If you are going to do all your work for 1 person or firm, you may be an employee. To check your employment status, go to www.gov.uk/employment-status-indicator | |
| ١d | eclaration eclare that: | Signature | |
| the information I have given on this form is correct and complete to the best of my knowledge and belief I will tell HMRC straightaway if my Self Assessment or self-employment circumstances change in a way that affects the answers I have given on this form | | Date DD MM YYYY | |