Form P9/P11

Tax Deduction Card (Front)

Revenue

TAX DEDUCTION CARD
Incorporating Certificate of Tax Credits and Standard Rate Cut Off Point

The Tax Credits and Standard Rate Cut-off Point set out on this card refer to
These instructions cancel any previously issued card
for the year to
If you have any problems with the operation of this card please refer to the Notice to Employers issued by the Tax Office. You can obtain a copy by phoning your local Tax Office or in Dublin by phoning Revenue Forms and Leaflets Service at:
Lo-Call No. 1890 306 706.

EMPLOYER'S Name & Address

Employer's Number | Date of Issue

This Tax Deduction Card is effective from

and should be implemented accordingly

EMPLOYEE DETAILS

PPS Number | Works Number (N6)

Name | Year

Total Tax Credit | Total Cut-Off Point

Standard Tax Rate: % | Higher Tax Rate: %

C2	Social Insurance Class If Class changed during this employment complete these boxes			
Initial Class	B4	Date of Change	C3 Other Class	F3 Weeks at Other Class

N.B If more than two classes please furnish details on Form PRC 1

If employment began (a) in Week 1 or later or (b) before Week 1 but first pay day was in Week 1 or later, enter date of commencement at F4

If employment ceased during the tax year enter date of cessation at F5

	Day	Month	Year
F4			
F5			

Issued by:

NOTE: The additional grid below the 53-week grid is to be used for the first weeks of the next tax year. This grid is to be completed as you would a new tax deduction card, using the pre-printed tax credit and standard rate cut-off point figures. You will receive a new tax deduction card, which will incorporate the budget amendments to the tax credits and standard rate cut-off point figures early in the next tax year. You should then transfer the figures from the additional grid onto the new tax deduction card and continue completing the new tax deduction card as usual.

P9/P11 **If employee leaves your employment during the year to which this card refers, you should complete form P45 Cessation Certificate.**

A	B		C		D		E		F	
Date of Payment	See PAYE Calendar		PRSI Employee's Share		PRSI Total Contribution		Social Ins weekly record		For Employer use	
	Month	Week	€	c	€	c	Insurable Employment ✓	PSI Class	Net pay, Employer's PRSI etc €	c
	1 Jan. to 31 Jan.	1								
		2								
		3								
		4								
	1	5								
	1 Feb. to 28 Feb.	6								
		7								
		8								
	2	9								
	1 Mar. to 31 Mar.	10								
		11								
		12								
	3	13								
	1 Apr. to 30 Apr.	14								
		15								
		16								
	4	17								
		18								
	1 May to 31 May	19								
		20								
		21								
	5	22								
	1 June to 30 June	23								
		24								
		25								
	6	26								
	1 July to 31 July	27								
		28								
		29								
		30								
	7	31								
	1 Aug. to 31 Aug.	32								
		33								
		34								
	8	35								
	1 Sept. to 30 Sept.	36								
		37								
		38								
	9	39								
	1 Oct. to 31 Oct.	40								
		41								
		42								
		43								
	10	44								
	1 Nov. to 30 Nov.	45								
		46								
		47								
	11	48								
	1 Dec. to 31 Dec.	49								
		50								
		51								
		52								
	12	53								
		K3					Total Weeks			
		K4			F2					

Date of Payment			€	c	€	c	✓		€	c
	1 Jan. to 31 Jan.	1								
		2								
		3								
		4								
	1	5								
	1 Feb. to 28 Feb.	6								
		7								
		8								
	2	9								

Form P9/P11

Tax Deduction Card (Back)

Week No.	G Gross Pay (less Superannuation) this Period		H Cumulative Gross Pay to Date		I Cumulative Standard Rate Cut-Off point		J Cumulative Tax due at Standard Rate		K Cumulative Tax due at Higher Rate		L Cumulative Gross tax		M Cumulative Tax Credit		N Cumulative Tax (cannot be less than 0)		O Tax Deducted this Period		P Tax Refunded this Period	
	€	c	€	c	€	c	€	c	€	c	€	c	€	c	€	c	€	c	€	c
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			← Pay	Previous Employment DEDUCT	Tax →		
J6			← Pay	This Employment Net Tax deducted or Net Tax refunded	J7		
					HB		

	€	c	€	c	€	c	€	c	€	c	€	c	€	c	€	c	€	c	€	c
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