

# SARP Employer Return for the period 1 January 2016 to 31 December 2016



**Employer Registration Number**

Remember to quote this number in all correspondence or when calling at the company's Revenue office

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**Employer Name / Address**

**Return Address** Completed forms should be returned to:

Dublin City Centre / North City PAYE District  
9/15 Upper O'Connell St.  
Dublin 1  
D01 YT32

or by using MyEnquiries / Employers' PAYE / SARP  
on [www.revenue.ie](http://www.revenue.ie)

Use any envelope and write "Freepost" above the Return Address. You do not need to attach a stamp.

**Return by employer of employees who availed of relief under the  
Special Assignee Relief Programme (SARP)  
(Section 825C Taxes Consolidation Act 1997)**

You are hereby required to prepare and deliver a return, for the period 1 January 2016 to 31 December 2016, of the items on pages 2 and 3 of this form in respect of **all** employees who availed of SARP (whether through payroll or otherwise) for the period 1 January 2016 to 31 December 2016. Please include employees who ceased to claim SARP during the year.

**Note:** Employers must complete all three pages of this return. This return can be completed on-screen and then printed. You do not need to enter the name and PPS number of each employee on both pages 2 and 3. When the names and PPS numbers are completed on-screen on page 2, they will automatically populate in the relevant boxes on page 3.

This return should be returned to the above address on or before **23 February 2017**

**YOU MUST SIGN THIS DECLARATION**

I declare that, to the best of my knowledge and belief, this form contains a correct return of the matters requested for the period 1 January 2016 to 31 December 2016 in accordance with the provisions of the Taxes Consolidation Act 1997.

Signature		Date	(DD / MM / YYYY)								
			<table border="1" style="width: 100%; height: 15px; border-collapse: collapse;"> <tr> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> </tr> </table>								
Capacity of Signatory											
Name of Company		Telephone No.									

**Contact Details** (in case of query about this return)

Agent's TAIN		Contact Name	
Client's Ref.		Telephone No.	
		E-mail	

**Employees who availed of relief under the Special Assignee Relief Programme (SARP) (whether through payroll or otherwise)**

<b>Name</b>	<b>Tick <input type="checkbox"/> box if this is 1<sup>st</sup> year employee availed of relief under SARP</b>	<b>PPS Number</b>	<b>Nationality</b>	<b>The country in which the employee worked for the employer prior to his or her first arrival in the State</b>	<b>Job title and brief description of the role of the employee while availing of SARP relief</b>

**Employees who availed of relief under the Special Assignee Relief Programme (SARP) (whether through payroll or otherwise)**

Name	PPS Number	Gross income from the employment before deduction of SARP relief (less amounts contributed to pension and amounts not assessed to tax in the State)	Amount of SARP relief claimed (Enter N/A if SARP relief not claimed through payroll)	Enter the value of any		Number of children for which school fees are paid or reimbursed by you
				costs associated with an annual return trip to the country of residence or nationality for self and/or family (S. 825C(6)(a))	school fees paid or reimbursed by you in respect of children of the relevant employee attending an approved school in the State (S. 825C(6)(b))	
		€	€	€	€	
		€	€	€	€	
		€	€	€	€	
		€	€	€	€	
		€	€	€	€	
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		€	€	€	€	
		€	€	€	€	
		€	€	€	€	
		€	€	€	€	

Increase in the number of employees in the company as a result of the operation of SARP relief \*

Number of employees retained by the company as a result of the operation of SARP relief \*\*

\* Do not include any employee who availed of SARP relief.

\*\* This information is a required field. It is necessary for the preparation of the annual SARP report.