



### Request for CHAPS Transfer

**To the Bank**

Please forward the following CHAPS payment to HM Revenue and Customs. Please ensure that all of the details marked with an asterisk (\*) are submitted with the payment, in the stipulated fields (and lines where shown), exactly as they appear in the box.

		<b>For Bank Use Only</b>
		<b>Swift Field</b>
Date Payment To Be Made (ddmmyyyy)		<b>32A*</b>

#### CUSTOMER DETAILS

Account Name To be Debited		<b>50K Line 1*</b>
Customer Address		<b>50K Lines* 2-5</b>
Account Number To Be Debited		
Sort Code (Account Holding Branch)		
Currency Code (GBP or Eur)		<b>32A*</b>
Amount		<b>32*</b>

Amount in words

#### BENEFICIARY DETAILS

Sort Code (Beneficiary Bank)	<b>//SC08 32 10</b>	<b>57DK Line 1*</b>
Bank Name	<b>Citibank</b>	<b>57D Lines* 2-5</b>
Account Number To Be Credited	<b>12001020</b>	<b>58D*</b>
Beneficiary Name	<b>HMRC Shipley</b>	<b>58D</b>

#### ADDITIONAL INFORMATION

SDLT Reference (for example 123456789MC)		<b>70 Line 1*</b>
---	--	-------------------

**Please ensure that full details are forwarded to the Accounts Office 3 days before payment**

**SIGNATURE(S)** .....

**DATE** .....

.....