

## INCOME TAX – PENALTIES FOR LATE PAYMENT & LATE FILING

### INCOME TAX LATE PAYMENT PENALTIES

Penalty charge issued when payment is 30 days late

**5%** of tax outstanding

Charge issued five months after initial penalty is issued – further

**5%** of tax outstanding

Charge issued six months after second penalty is issued – further

**5%** of tax outstanding

Interest is charged on all of the above from the date the payment became due until the date of payment.

### INCOME TAX LATE SUBMISSION PENALTIES

Once the submission is late

**£100**  
penalty

Once the submission is three months late

**£10**  
per day (max 90 days)

Once the submission is six months late

**£300**  
penalty or 5 per cent of the tax due (whichever is higher)

Once the submission is 12 months late – a further

**£300**  
penalty or 5 per cent of the tax due (whichever is higher)