

LOG INTO HMRC WITH YOU USUAL DETAILS.

<https://www.access.service.gov.uk/login/signin/creds>

What you require:

1. Your company UTR – found on any company letter I send or letter from HMRC corporation tax dept.
2. Your company registraton number with Companies House – found on any company letter I send.

SELECT GET ACCESS TO AN ONLINE TAX, DUTY OR SCHEME

Business tax summary

View and access your business taxes in one place

Add a tax to your account to [get online access to a tax, duty or scheme.](#)

SELECT PAYE FOLLOW THE SCREEN PROMPTS

What do you want to add?

Corporation Tax

Self Assessment, including partnerships and trusts

Employers or intermediaries, for example PAYE for employers or CIS

Another VAT service, for example EC Sales List

Other taxes or schemes

[Continue](#)

ENTER YOUR COMPANY NUMBER & UTR.

Request access to Corporation Tax

Corporation Tax Unique Taxpayer Reference (UTR)
It is on documents from HMRC and is also called your tax reference. It is 10 numbers. For example, 1234567890

39818

Complete one of the following

Company Registration Number
Enter the number you got from Companies House when you registered.
Do not enter any letters or zeros at the beginning. For example, for SC001234 enter 1234.

04419

BOTH OF THESE CAN BE FOUND ON EVERY COMPANY TAX LETTER I SEND YOU.

DON'T ENTER THE BEGINNING ZERO IF YOUR COMPANY NUMBER STARTS WITH A 'ZERO'

IT WON'T ACCEPT IT.

A CONFIRMATION IS SUPPLIED

You've requested access to Corporation Tax

15492 [REDACTED] (Corporation Tax Unique Taxpayer Reference (UTR))

You'll receive an activation code in the post within 7 days.
You need to use the activation code to get access to the tax or scheme.

[Continue](#)

BACK TO YOUR HOME PAGE OF YOUR ONLINE TAX ACCOUNT YOU SEE THE NEW SERVICE HAS BEEN ADDED.

IT SAYS YOU ACTIVATION CODE HAS BEEN POSTED AND JUST BELOW THAT IS THE LINK TO ACTIVATE AND COMPLETE THE SET UP.

Corporation Tax

Corporation Tax Unique Taxpayer Reference 15492 [REDACTED]

We posted an activation code to you. Delivery takes up to 7 days.

Use the code to [activate your Corporation Tax](#). It can take up to 72 hours to display your details.

WHEN YOUR YOUR ACTIVATION CODE ARRIVES IN THE POST – LOG IN AND CLICK ACTIVATE YOUR CORPORATION TAX.

ACTIVATION IS INSTANT AND YOU CAN NOW BROWSE WHAT OPTIONS YOU HAVE AVAILABLE.