

**STAFF MEMBERS CAN MAKE A RETROSPECTIVE TAX CLAIM, FOR A MAXIMUM PERIOD OF SIX YEARS IN RESPECT OF LAUNDERING EXPENSES FOR SECAMB EMBOSSED UNIFORM ITEMS**

Inland Revenue and Customs Office

Home Address

(Local Address)

Flat Rate Laundry Expenses Retrospective Claim For Last 6 Years

Name

Date Of Birth

Home Address

National Insurance Number

Length Of Service

Place of Work (including Tele No)

Job Role

Sir/Madam,

I am currently employed by South East Coast Ambulance Service NHS Foundation Trust and have been since (date you joined). Since joining the Trust, I have been supplied with a uniform which carries the Trusts badges/logos. I have been required to self launder these uniform items. I believe that I can make a back claim for 6 years, I would like any monies owed to me in the form of a Cheque/or/Temporary Tax Code change (you need to decide which method).

Your assistance in this matter is greatly appreciated, if you require any additional information please do not hesitate in contacting me.

Your sincerely