

# SARP Employer Return for the period 1 January 2018 to 31 December 2018



**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:

National SARP Unit  
9/15 Upper O'Connell St.  
Dublin 1,  
D01 YT32  
or by using MyEnquiries / Employers' PAYE / SARP  
on 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 2018 to 31 December 2018, 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 2018 to 31 December 2018. **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 2019**

**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 2018 to 31 December 2018 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)**

Name	Tick <input checked="" type="checkbox"/> box if this is 1 <sup>st</sup> year employee availed of relief under SARP	If not the 1 <sup>st</sup> , state which year relief being claimed 2 <sup>nd</sup> - 5 <sup>th</sup>	PPS Number	Nationality	The country in which the employee worked for the employer prior to his or her first arrival in the State	Job title and brief description of the role of the employee while availing of SARP relief

**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)	Was SARP relief claimed through payroll? Yes/No	Amount of SARP relief claimed	Does employer adopt a tax equalisation policy? Yes/No	Enter the value of				
						Costs associated with an annual return trip to the country of residence or nationality for self and/or family (S. 825C(6)(a))	Number of people travelling	Total amount of school fees paid or reimbursed by employer in respect of children of the relevant employee attending an approved school in the State (S. 825C(6)(b))	Amount of school fees paid or reimbursed by employer in excess of threshold and subject to tax	Number of children for which school fees are paid or reimbursed by employer
		€		€		€		€	€	
		€		€		€		€	€	
		€		€		€		€	€	
		€		€		€		€	€	
		€		€		€		€	€	
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		€		€		€		€	€	
		€		€		€		€	€	
		€		€		€		€	€	
		€		€		€		€	€	
		€		€		€		€	€	

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

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

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\* 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.