



How to ammend/update your Personal Tax Account

✓ Step 1: Log into your Personal Tax Account

Go to: <https://www.gov.uk/personal-tax-account>

Sign in using your Government Gateway ID and password

✓ Step 2: Review Your Information

Once logged in, you'll see a dashboard with your personal tax details. From here you can:

- Check your PAYE tax code
- View your income history
- Review your National Insurance record
- Check your Self Assessment status
- See your State Pension forecast

✓ Step 3: Update Your Details if Needed

You can update or amend:

- Personal details (name, address, marital status)
- Employment details (e.g. if you've changed jobs)
- Income sources and benefits
- Bank account details for tax refunds
- Marriage Allowance claims
- Self Assessment information

✉ HMRC Confirmation

For some changes (e.g. address or marriage details), HMRC may send you a confirmation by email, letter, or within your account messages.

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