HM Revenue & Customs

MR A ERTURK
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Date 13 January 2025

Dear MR A ERTURK

**AVENTUS PARTNERS LIMITED has told us you want them to deal with your Self Assessment tax returns for you.

How to authorise this tax agent to deal with your tax

**AVENTUS PARTNERS LIMITED will need to activate your authorisation by entering a unique code online.

The unique code you need to give them is SA86185382

They must use this code by 12 February 2025. If they don't, they'll need to start the authorisation process again.

If you've asked your agent to deal with other tax services, we'll send you separate authorisation codes for each service.

If you haven't asked this agent to deal with your tax

Please call us immediately on 0300 200 3600.

What an authorised agent can do

They'll be able to deal with your tax for you, including:

- exchanging information with us about your tax
- filing your Self Assessment tax returns
- making claims for tax relief in your tax returns
- providing bank details so we can pay back any tax if you've paid too much - this includes the ability to nominate someone else's bank account rather than your own

You can find out more online – please go to GOV.UK, search 'authorising an agent' and then choose 'What an authorised agent can do on your behalf'.

We will automatically start sending letters and forms to your new agent, although sometimes we'll need to send them to you as well as, or instead of, your agent.

Even if you use an agent, you're still legally responsible for your own tax. This means you must:

- check and confirm – in writing to your agent – that each Self Assessment tax return your agent submits on your behalf is correct and complete to the best of your knowledge, before they send it to us
- pay the tax you owe on time

If you have any queries or concerns phone us on **0300 200 3600**.