

Government Gateway

Government Online Portal for Income Tax, National Insurance, Tax Credits, Child Benefit, Marriage Allowance and your State Pension

<https://www.gov.uk/log-in-register-hmrc-online-services>

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1. Login or Register to Government Gateway

<https://www.gov.uk/log-in-register-hmrc-online-services/register>

- If you have login details enter them and click sign in.
- If not, click on '[Create Sign in Details](#)'

Sign in using Government Gateway

Government Gateway user ID

This could be up to 12 characters.

Password

Sign in

[Create sign in details](#)

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2. How to Create Sign in Details

- Enter your email address and you will be sent a registration code.

Enter your email address

This will only be used to send you security updates or if you need to recover your sign in details.

To confirm it is your email address we will send you a code.

Email address

Continue

[Get help with this page](#)

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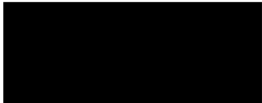
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3. Enter the Code on the Next Screen

3.1 The email you receive will look like this

You have requested a code you can enter on the Government Gateway screen to confirm your email address.

Your confirmation code is:



This code will expire in 30 minutes.

If this email account is not shared, and you did not request this code, you need to contact HMRC.

From Government Gateway

This is an automatic email - please don't reply.

3.2 Enter your code on to this screen

Enter code to confirm your email address

We have sent a code to:



The code will expire in 30 minutes.



If you use a browser to access your email, you may need to open a new window or tab to see the code.

Confirmation code

For example, DNCLRK

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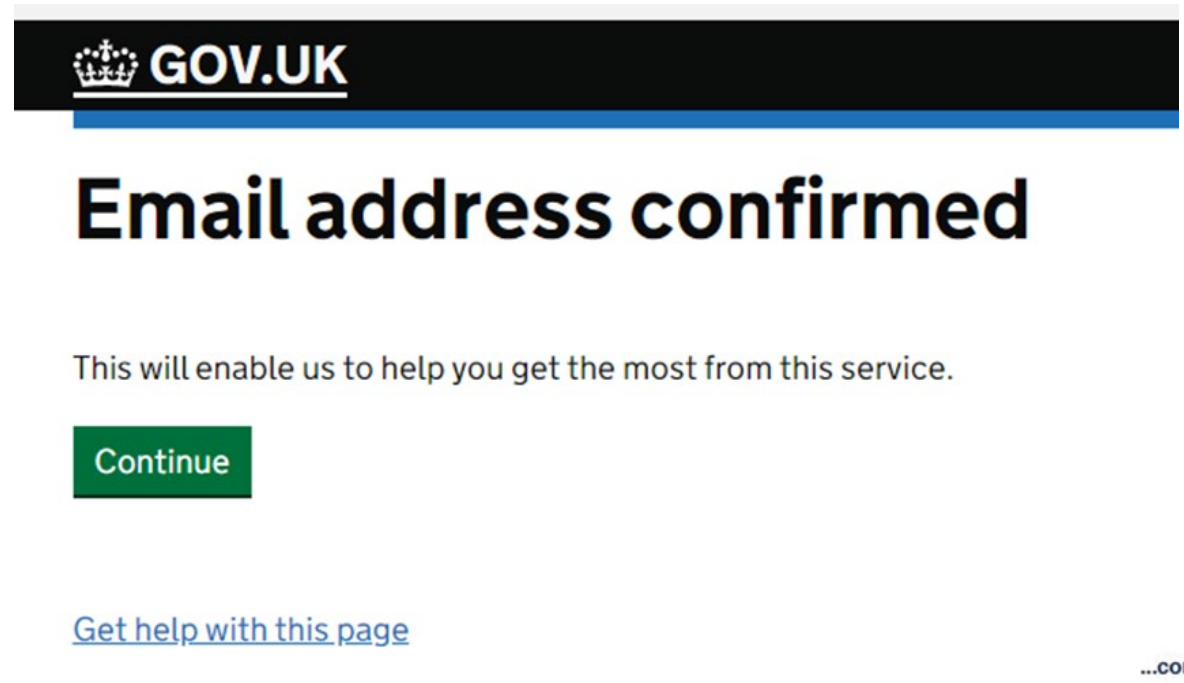
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4. It will state that your email address is Confirmed

- Click the Continue Button



5. Questions you will be asked after each click of the continue button

What is your full name?

Continue

Create a password

Your password must be 10 or more characters. You can use a mix of letters, numbers or symbols.

Password

Confirm your password

Continue

...continued over 

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6. Set up Recovery details (in case you forget the password)

Set up recovery for your sign in details

You need to set up a recovery word so that you can get back into Government Gateway if you forget your password.

Continue

Set up a recovery word

 Make a note of this word in case you need it in the future.

The word must:

- be between 6 and 12 characters
- not contain spaces or special characters
- not contain numbers

Recovery word

Continue

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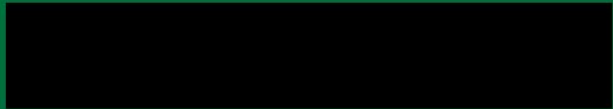
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7. You will receive your Government Gateway user ID

Your Government Gateway user ID is:



We have sent it to



You will need your user ID and your password each time you sign in to Government Gateway.

Continue

Choose the account type – most will be Individual

Choose the type of account you need

☐

Individual

Includes personal tax account, tax credits, Self Assessment and Child Benefit

☐

Organisation

Includes limited companies, partnerships, charities, trusts and estates

☐

Agent

Includes accountants acting on behalf of clients, payroll bureau and bookkeepers

Continue

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8. You need to set up additional security

You need to set up additional security

This is to make sure only you can sign in.

Continue

Choose how you want to get access codes

How do you want to get access codes?

☐

Text message

Get codes sent to a mobile phone.

☐

Voice call

Get codes by automated message to a UK mobile or landline.

☐

Authentication app for smartphone or tablet

Get codes generated by an authentication app on your mobile device such as a smartphone or tablet.

...continued over 

Continue

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9. You need to set up additional security

If you choose Text Message

Are you adding a UK mobile number?

☐ Yes ☐ No

Continue

Enter a UK mobile phone number

We will send an access code to this mobile phone by text message.

UK mobile phone number

[Choose a different way to get access codes](#)

Send access code

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9. You need to set up additional security

Enter the access code

We have sent a 6 digit access code to +44 [REDACTED]

It may take a few minutes to arrive

If you have a UK mobile your 6-digit code will arrive from the phone number 60 551.

Access code

You've set up additional security

Every time you sign in we will request an access code.

If you've set up more than one security preference you'll be able to choose how you get the access code.

Continue

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8. Prove your identity

We need to ask some questions to prove your identity

You will be asked to give details about two items you may have, like your:

- UK passport
- payslips or P60
- Self Assessment
- tax credits and Voice ID
- Northern Ireland driving licence

You may also be able to answer questions about your credit record.

We ask these questions to protect you against malicious or fraudulent attempts to access the service.

Continue

Confirm your identity

Enter your details

This is to help us confirm who you are, so we know what questions to ask you.

First name

Last name

National Insurance number

It's on your National Insurance card, benefit letter, payslip or P60.

For example, QQ123456C

Date of birth

For example, 31 3 1980

Day Month Year

Continue

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8. Prove your identity

Choose 2 items we can ask you about

☐

UK passport

You need a valid UK passport

☐

Payslip or P60

You need a payslip dated after 24 August 2021 or your most recent P60

☐

Credit reference questions

For example, the year you took out a credit card or phone contract

☐

Northern Ireland driving licence

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8. Prove your identity – e.g. Payslip

About your payslip

Enter the amount of tax deducted on a payslip

- Use a payslip dated after 24 August 2021
- Get the figure from the 'Deductions' section. It may be called 'PAYE' or 'Income Tax'
- Do not use the 'Year To Date' figure
- The amount of tax deducted must be more than 0.00

For example 191.27

£	
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► [Where to find your tax on your payslip](#)

About your payslip

Enter the amount of National Insurance from a payslip

- Use a payslip dated after 24 August 2021
- Get the figure from the 'Deductions' section
- Do not use the 'Year To Date' figure
- The amount of National Insurance you paid must be more than 0.00

For example 123.86

£	
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► [Where to find how much National Insurance](#)

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8. Prove your identity – e.g. Passport

About your UK passport

Your UK passport details

► [Where to find these details on your passport](#)

Given names

As they appear on your passport

Surname

As it appears on your passport

Passport number

Contains up to 9 numbers and no letters

Date of expiry

For example 31 MAR 26 or 31 03 26

Day

Month

Year

...continued over 

Continue

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8. Prove your identity – Complete

Identity check complete

You have answered the security questions successfully

Continue

We have confirmed your identity

You can now sign in to your personal tax account

Continue

[Is this page not working properly?](#)

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9. How do you want your correspondence?

Choose how to get your tax letters

You can now get your tax letters and information online instead of by post.

This means your essential tax letters are:

- delivered fast
- saved securely
- easy to find
- simple to share
- ready to print, if you need proof

How do you want to get your tax letters?

- ☐ Online
Whenever you have a new online letter, we will let you know by email.
- ☐ By post only

Continue

Why did you choose paper tax letters?

We only use this information to improve the service. We will not reply to you.

You can select more than one choice.

- ☐ I want a paper reminder, not an email
- ☐ I'm worried I may eventually lose access to online tax letters
- ☐ I'm worried people will not accept online tax letters as proof
- ☐ Signing in to HMRC online is too difficult
- ☐ I do not want a mix of paper letters and online letters

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10. Your Government Gateway Account

[Account home](#)[Messages](#)[Check progress](#)[Your profile](#)[Sign out](#)

Account home

Income

Pay As You Earn (PAYE)

Check or update the employment, pension or other income information used to work out your PAYE Income Tax and tax codes.

6 April 2020 to 5 April 2021

You paid the right amount of tax

There is nothing more to pay for this year.

6 April 2019 to 5 April 2020

You paid the right amount of tax

There is nothing more to pay for this year.

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10. Your Government Gateway Account

National Insurance

You have a National Insurance number to make sure your National Insurance contributions and tax are recorded against your name only.

[View your National Insurance letter](#)

[View gaps in your record](#)

View your Annual Tax Summary

View your tax and National Insurance contributions and find out how the government spends your taxes. This is for your information only.

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10. Your Government Gateway Account

Benefits

Tax credits

View your next payments and the people on your claim, and make changes to your claim.

Child Benefit

A tax-free payment to help parents with the cost of bringing up children.

[Tell us if your child is staying in full-time education](#)

[Tell us if your child's circumstances change](#)

[Tell us if your circumstances change](#)

Marriage Allowance

Transfer part of your Personal Allowance to your partner so they pay less tax.

[Find out if you qualify for Marriage Allowance](#)

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10. Your Government Gateway Account

Pensions

State Pension

View your State Pension and National Insurance contributions.

[View your State Pension forecast](#)

[View your National Insurance record](#)

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Useful Links

- [Voluntary National Insurance Contributions - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/voluntary-national-insurance-contributions)
- [Check your National Insurance record - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/check-your-national-insurance-record)

Does the state pension increase if you live abroad?

- <https://www.gov.uk/government/publications/state-pensions-annual-increases-if-you-live-abroad>
- <https://www.gov.uk/state-pension-if-you-retire-abroad/rates-of-state-pension>
- <https://www.gov.uk/government/publications/state-pensions-annual-increases-if-you-live-abroad/countries-where-we-pay-an-annual-increase-in-the-state-pension>