

Antigua and Barbuda
Inland Revenue Department
F19 - Registration of an Individual as an Employee

Notice to Employers

All of your employees must have a **TAX IDENTIFICATION NUMBER**. In many cases your employee may already have a **TAX IDENTIFICATION NUMBER** that has been provided by the Inland Revenue Department.

- Create a Tax Identification Number and register an individual as an employee: Complete all fields. For non-residents, present the passport with the Registration Form completed; a photocopy of the passport will be made at IRD.
- Modify existing information with respect to an individual: complete the employee identification and fill in the change information
- Register the death of an employee: complete the employee identification and fill in the deceased information. Present the death certificate with the Registration Form completed; a photocopy of the death certificate will be made at IRD.

Employee Information:

Last name: _____ First name: _____

Birth Date (day, month, year): _____ Deceased date (day, month, year) : _____

Gender: Male: Female: Occupation (profession): _____

Nationality: _____ Social Security no: _____

Driver's licence no: _____ Other ID no: _____

Marital status: Single: Divorced: Widowed: Married: Maiden name: _____

Home phone no: _____ Work phone no: _____ Ext: _____

Work Fax no: _____ E-mail: _____

Taxpayer Identification No. (if known): _____

Home Address (of the employee):

No., Street name: _____

Village: _____

Parish: _____

Country: _____

Resident: (Y/N)**Mailing address (of the employee):**Same as Home Address:

No., Street name: _____

Village: _____

Parish: _____

Country: _____

Employers

Please request a F14 form if you are self-employed.

Employer Name	Tax Identification Number	Social Security Number
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

I certify that the information above is true, accurate and complete. Employee:
 Name (capital): _____ Signature: _____ Date: _____

Official Use Only:

Received and verified by (Registration Officer):
 Name (capital): _____ Signature: _____ Date: _____

Captured by (Registration Officer):
 Name (capital): _____ Signature: _____ Date: _____

Tax Identification No.

