

Everyone who works in the UK needs to have a National Insurance (NI) Number, which is a unique personal reference number for all your tax/employment affairs.

You will need to apply for it once you are in the UK. If you are from outside the EU, you will receive a National Insurance number with your visa application. You will also be required to pay National Insurance Contributions. This is a form of tax which everyone who works in the UK is required to pay if they earn over a certain amount. It is automatically deducted from your pay.

Please note: You will not be charged for an NI number – it is completely free. Please do not use any website that charges a fee for this service. If you are from the EU you will need to apply for a NI number. You will need to contact the National Insurance Number application line on 0300 200 3500 (open Monday – Friday 8.00am – 6.00pm). If you are calling from outside the UK, call +44 191 203 7010.

Have your passport/visa with you when you call, and a pen and paper to note down the reference number you will be given. You may be invited for an interview or asked to complete a postal application.

For more information on applying for a National Insurance Number, please visit the UK Government <u>website</u>.