

# A101 A-meldingen

## Reporting of pay and employment for two employees



This is required in order to complete the A-melding

- Legal and enterprise organisation number, can be found in the Register of Legal Entities: [brreg.no/](http://brreg.no/)
- Employment contract for employee
- Payslip for employee
- Guidance for paper submissions may be found at [www.altinn.no](http://www.altinn.no)

It is the most recently submitted form that counts in cases where several forms are being submitted for the same calendar month. All compulsory fields (marked with \*) must be completed each time, even in cases where there have been no changes since the previous submission. The form must be sent to:

A-meldingen  
Postboks 4329  
NO-2308 Hamar, Norway

Number of pages submitted	
Number of employees	

### Employer contact details

Organisation number of declarant	*
Company organisation number	*
Name of entity	*
Name of contact person	*

Address		*
Postal no.	* Postal town	*
Telephone		*
Email		*

### Signature

Date	Signature	*
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### Calendar month and year

(mm-yyyy)	*
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### Payment

Employer's national insurance contributions and advance tax deductions must be paid to the tax collector every other month. Account number of your tax collector: <http://www.skatteetaten.no/Kontonummer>. An individual customer identification number (KID) is required when making a payment: <http://www.skatteetaten.no/kid>

Advance tax deductions to pay (all employees)

=		*
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To be rounded down to the nearest whole kroner

**Employer's national insurance contributions**    Basis    Refund    Pensions    Zone    Rate    Calculated contributions

Employer's national insurance contributions	Basis	Refund	Pensions	Zone	Rate	Calculated contributions
General industries						
Sector-exempt activity						
Agriculture, forestry and fishing						
Road freight transport						
Svalbard						
Employees sent from USA/Canada						

**Employer's national insurance contributions to pay** =

	*
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To be rounded down to the nearest whole kroner

**Employee**

Name of employee	* National ID no./Ref. no.:
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**International number** (where a national ID no./D no. has not been issued)

Tax identification number (TIN)	Country
Passport number	Country
Value added tax number (VAT)	Country
Social security number (SOCSEC)	Country

**Advance tax deductions**

 \*

**Start date of employment**

 (dd.mm.yyyy) \*

**End date (where applicable)**

 (dd.mm.yyyy)

**Occupation code**

 \*

Occupation codes can be found in the directory of occupations: <http://www.ssb.no/a/yrke>

**Type of employment\***

**Remuneration type\***

insert one cross only	e) Hourly paid	f) Salaried	g) Fees	h) Piecework	i) Commission	Number of hours per week to which a full-time position equates	Agreed FTE percentage	Date of most recent change of FTE percentage dd.mm.yyyy	Date of most recent salary change dd.mm.yyyy
	a) <input type="checkbox"/> Ordinary employment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
b) <input type="checkbox"/> Maritime employment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
c) <input type="checkbox"/> Freelancers, contractors and fee recipients, etc									
d) <input type="checkbox"/> Pensions or other non-employment remunerations.									

**For leave and layoffs**

**Start date**

**End date**

**Percentage**

<b>Leave</b>			
<b>Layoff</b>			

**For commuters**

- j  Norwegian commuters  
 k  Foreign commuters with a tax deduction card with standard deduction  
 l  Foreign commuters with a tax deduction card without the standard deduction

**For foreign employment**

- m  Foreign employees  
 n  Employee not covered by Norwegian national insurance legislation (specified in form A1/E101 or via notification from the Norwegian Labour and Welfare Administration)  
 o  Tax-resident abroad  Country

**For maritime employment**

Ship register	<input type="checkbox"/> NOR	<input type="checkbox"/> Norwegian International Ship Register (NIS)	<input type="checkbox"/> International ship register (UTL)
Vessel type	<input type="checkbox"/> Tourist	<input type="checkbox"/> Drilling platform	<input type="checkbox"/> Other
Shipping area	<input type="checkbox"/> Domestic	<input type="checkbox"/> International.	

**For seafarers**

Number of days onboard without reimbursement of petty expenses	
Number of days onboard	

# A101 A-meldingen

## Income and deductions

Employee national ID no./	*	Company org. number	*	Calendar month (mm-yyyy)	*
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### Pay and cash remunerations

Quantity Total amount

1 Fixed salary		
2 Hourly wage	hours	
3 Overtime payment	hours	
4 Fixed supplement		
5 Public holiday supplement		
6 Irregular supplement linked to worked hours		
7 Irregular supplement linked to non-worked hours		
8 Holiday pay		
9 Bonus		
10 Directors' fees and remuneration/holding of office		
11 Severance pay, subject to withholding tax		
12 Severance pay, not subject to withholding tax		
13 Other		

14 Pay following death		
15 Capital income		
16 Tax-free compensation		
17 Pay and other remuneration not liable for tax		
18 Pay from labour market schemes		
19 Pay in the event of compulsory liquidation or State guarantee		
20 Tax-free income from employment for children under the age of 13		
21 Seafarers' wages paid to crew members on fishing, small whaling and sealing vessels		
22 Salary earned abroad	country code	
23 Pay - not liable for tax for diplomatic or consular missions	country code	
24 Foreign seafarers - not liable for tax	country code	
25 Seafarers' wage supplements, subject to withholding tax		
26 Seafarers' wage supplements, not subject to withholding tax		

### Ordinary expense allowances

Quantity Total amount

27 Telephone/broadband, etc.		
28 Overtime subsistence	days	
29 Nuisance bonus		
30 Other, subject to withholding tax		
31 Other, not subject to withholding tax		

### Ordinary payments in kind

Total amount

32 Telephone/broadband, etc.	
33 Benefit on loan interest	
34 Taxable part of insurance (excluding group life)	
35 Other, subject to withholding tax	
36 Other, not subject to withholding tax	

### Deductions

Total amount

37 Trade union fees	
38 Premium for pension schemes	
39 National Insurance premiums and education and development fund premiums	
40 Portacabin rent	

### Business/work-related travel

Quantity Total amount

41 Business travel lodging	days	
42 Subsistence expenses covered directly by the employer	days	
43 Travel overnight supplement	days	
44 Fixed car allowance		
45 Travel, other		
46 Board subject to withholding tax		
47 Travel subsistence without overnight stay	days	
48 Travel subsistence with overnight stay in a hotel	days	
49 Travel subsistence with overnight stay in a guesthouse	days	
50 Travel subsistence with overnight stays in a bedsit/Portacabin/private accommodation	days	
51 Travel subsistence with overnight stay in a hotel more than 28 days	country code days	
52 Travel subsistence with overnight stays for drivers driving abroad	days	

### Kilometrage allowance

Number of km Total amount

<input type="checkbox"/> 53 Ordinary car		
<input type="checkbox"/> 54 Electric car		
<input type="checkbox"/> 55 Other	Number of km	Total amount
<input type="checkbox"/> 56 Passenger supplements		

  

<b>Company cars</b>	Reg. number	List price	Taxable amount
<input type="checkbox"/> 57 Ordinary car			
<input type="checkbox"/> 59 Other			
<input type="checkbox"/> 60 Car outside standard regulations			
	Total km driven	Km between home-workplace	
For car outside standard regulations			

### For commuters - payments in kind

No with-holding tax Quantity Total amount

61 Board	<input type="checkbox"/>	days	
62 Lodging	<input type="checkbox"/>	days	
63 Housing	<input type="checkbox"/>		
64 Savings on household costs		days	
65 Home visits, other	<input type="checkbox"/>	days	

### For commuters - expense allowances

No with-holding tax Quantity Total amount

66 Board	<input type="checkbox"/>	days	
67 Lodging in own Portacabin/caravan	<input type="checkbox"/>	days	
68 Lodging	<input type="checkbox"/>	days	
69 Home visits, km allowance	<input type="checkbox"/>	days	
70 Home visits, other	<input type="checkbox"/>	days	

**Employee**

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	Start date	End date	Percentage
Leave			
Layoff			

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### Kilometrage allowance

Number of km

Total amount

- 53 Ordinary car  
 54 Electric car  
 55 Other

Number of km

Total amount

- 56 Passenger supplements

### Company cars

Reg. number

List price

Taxable amount

- 57 Ordinary car  
 59 Other

- 60 Car outside standard regulations

Total km driven

Km between home-workplace

For car outside standard regulations

### For commuters - payments in kind

No withholding tax

Quantity Total amount

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No withholding tax

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