



Levy Transfer - Sending

- 1 Did you know that, as a Levy-paying organisation, you can transfer some of your funds to help others? You can transfer up to 25%. Your transfer allowance is calculated as 25% of your previous financial year's apprenticeship levy funds.
- 2 You can choose to transfer your levy funds to any business. Any business can receive a transfer of levy funds, including businesses that pay the apprenticeship levy and those that do not.
- 3 A transfer of levy funds is not a one-off payment. By agreeing to transfer levy funds to another business, you are committing to pay for a specific apprenticeship over the course of its duration until the apprenticeship has been completed.
- 4 If you pay the apprenticeship levy you can transfer your levy funds using your apprenticeship service account.
- 5 There are 2 ways of making a transfer:
 1. Pledge and transfer your levy funds so other businesses can apply to you for funding
 2. Make a transfer to a business you know by inviting them to make a connection
- 6 You can find further guidance on HASO's Funding page.

