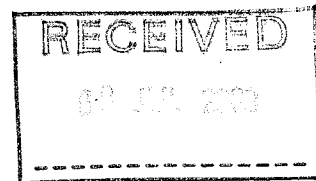


## Scheme return notice 2009-2010

The Pensions  
Regulator 

For the Trustees of  
David Wood Pension Scheme  
1 Calverley Road  
Oulton  
Leeds  
LS26 8JD



7 July 2009

**Dear Trustee**

Scheme name: **David Wood Pension Scheme**

We are writing to you about the requirement to complete a scheme return. The scheme return is an online form containing information about your pension scheme. The process for completing the return is very straightforward using our web-based service, *Exchange*.

It is your responsibility to ensure that this is completed and submitted without delay. Please be aware that if you do not submit your completed scheme return by 25 August 2009 (the due date), you are in breach of s64 of the Pensions Act 2004 and may be liable for a fine of up to £50,000.

Your 2009-2010 scheme return is now available online. To get access, please register yourself for online services with us at <https://exchange.thepensionsregulator.gov.uk>. Once you have done this, you will be able to access your scheme details using the following unique scheme key:

Scheme key: **46PAEB2TPHAF** Pension Scheme Registration Number: **12000612**

Please complete this process and submit your return to us by the due date.

For help on completing your return, please visit: [www.thepensionsregulator.gov.uk/exchange/FAQs.aspx](http://www.thepensionsregulator.gov.uk/exchange/FAQs.aspx). Alternatively, if you can't find what you require online, please call **0870 6063636** and select *Option 2* to speak to a scheme return adviser. You can also email your query to us at: [exchange@thepensionsregulator.gov.uk](mailto:exchange@thepensionsregulator.gov.uk)

Yours sincerely  
**The Pensions Regulator**

Scheme return services, PO Box 5136, Brighton, BN50 9ST

Please note that all calls to and from the Pensions Regulator may be recorded for quality and monitoring purposes.

Letter type 1 - DC/DB SRN 2009-2010

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