HM Revenue & Customs

Pension Scheme Services

Yorke House

Castle Meadow Road

Nottingham

NG2 1BG

 27th April 2015

To whom it may concern,

**Charge Reference: XDR00000105512**

**Pension Scheme Tax Reference: 00746550RN**

**Customer Reference: XA0096909**

**Re: Notice of Penalty Charge and Notice to Pay**

**Scheme: Jackhams03**

We write to you regarding the penalty charge for late filing of the pension scheme tax return to HM Revenue & Customs for Jackhams03 SSAS.

The Trustees of the Scheme, Simon and Katrina Hamilton have contacted us regarding the late penalty fine for non submission of the 2014 tax return. They have informed us that the emails which we sent to them on three occasions before the deadline date did not reach them. Therefore they did not supply us with the relevant data necessary for the tax return.

Subsequently, the Trustees have supplied us with the necessary data and the tax return for 2013-2014 has now been submitted.

We ask on this occasion, due to a communication failure, that you waive the late filing penalty.

We look forward to hearing from you.

Yours faithfully

Stacy Lunnon

**For Pension Practitioner .Com**

Enc