

7 Western Parade
Ennisworth
Herts
PO10 7HS.

Der Brad,

Please find enclosed the
signed HMRC forms as
requested.

Kind regards

Catherine

Cat Gonfield

on behalf of

Lawrence Hovey Search &
Selector.



Use this form to notify us about any changes to your pension scheme's online registration or contact details. You can do this online. Go to www.hmrc.gov.uk and select 'pension schemes' under 'do it online'.

1 Scheme Administrator/Practitioner details

Scheme Administrator ID

A 0076049

Practitioner ID

1.1 I wish to change the following. *Tick all boxes that apply*

Name ☐ Go to Q2

Address ☒ Go to Q3

Email address ☐ Go to Q4

Phone number ☐ Go to Q5

To receive/cease to receive paper notices and reminders ☐ Go to Q6

2 Change of name

Are you

☐ An individual? go to Q2.1

☐ An organisation? go to Q2.3

2.1 Individual Scheme Administrator/Practitioner current name

Title

First name(s) *max 2 names, both a max 35 characters*

Surname *max 35 characters*

2.2 Individual Scheme Administrator/Practitioner new name

Title

First name(s) *max 2 names, both a max 35 characters*

Surname *max 35 characters*

2.3 Scheme Administrator/Practitioner current organisation name

2.4 Scheme Administrator/Practitioner new organisation name *max 255 characters*

If you do not have any other changes to make, go to Q7.

3 Change of address

Scheme Administrator/Practitioner current address

8 The Courtyard
Alexander Studios
Haydon Way, London
Postcode SW11 7YF
Country United Kingdom

Scheme Administrator/Practitioner new address

c/o Pension Practitioner .com
Daws House
33-35 Daws Lane, London
Postcode NW7 4SD
Country United Kingdom

If you do not have any other changes to make, go to Q7.

4 Email address - add or change

Scheme Administrator/Practitioner current email address

Scheme Administrator/Practitioner new email address

If you do not have any other changes to make, go to Q7.

5 Change of phone number

Scheme Administrator/Practitioner current phone number

Scheme Administrator/Practitioner new phone number

If you do not have any other changes to make, go to Q7.

6 Change from/to paper notices and reminders as well as electronic

☐

Tick this box if you wish HM Revenue & Customs to send communications to you electronically only?

☐

Tick this box if you wish HM Revenue & Customs to send communications to you through the post as well as electronically?

7 Do you want your Relief at Source records for all your pension schemes updated with these new details?

☐

Yes

☒

No

8 Details of the person submitting this form

Are you

☒

The Scheme Administrator? go to Q8.1

☐

The Practitioner? go to Q8.2

8.1 Scheme Administrator ID

8.2 Practitioner ID

8.3 Are you

☐

An individual? go to Q8.4

☒

An organisation? go to Q8.5

8.4 Individual name

Title

First name(s) *max 2 names, both a max 35 characters*

Surname *max 35 characters*

Go to Q8.6

8.5 Organisation name

8.6 Your address

8.7 Email address

8.8 Phone number

8.9 Signature

8.10 Date *DD MM YYYY*

Return this form to:

*HM Revenue & Customs
Pension Schemes Services
Yorke House
Castle Meadow Road
Nottingham
NG2 1BG*



This form should be used by Scheme Administrators of registered pension schemes to authorise/de-authorise HM Revenue & Customs (HMRC) to deal with a practitioner on their behalf. It may also be used by practitioners to notify HMRC they are no longer acting on behalf of a Scheme Administrator of a registered pension scheme. You can complete this form online. Visit our website at www.hmrc.gov.uk and select 'pension schemes' under 'do it online'.

1 Pension scheme details

1.1 Pension scheme name (max 255 characters)

Lawrence Harvey Search &
Selection Limited SSAS

1.2 Pension Scheme Tax Reference

0	0	7	1	6	5	8	6	R	Q
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2 Would you like to: (tick appropriate box)

- 2.1 ☒ authorise HMRC to deal with a practitioner on your behalf?
Go to Q3
- 2.2 ☐ remove an authority previously given to HMRC to deal with a practitioner on your behalf?
Go to Q6
- 2.3 ☐ notify us that you are no longer acting on behalf of a Scheme Administrator?
Go to Q7

3 Who would you like HMRC to deal with on your behalf?

3.1 I authorise (name of practitioner) (max 255 characters)

Pension Practitioner . Com

3.2 Practitioner ID

0	0	0	0	5	8	8	6
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3.3 Address

Daws House
33-35 Daws Lane
London
Postcode NW7 4SD
Country United Kingdom

To act on my behalf in connection with any matters within the responsibility of HMRC and to view information held on the HMRC Pension Schemes Service in relation to this scheme

Go to Q4

4 Client reference you have been given by your practitioner (max 50 characters)

If this is the first time you have authorised HM Revenue & Customs to deal with a practitioner for this scheme, go to Q8. Otherwise, go to Q5.

5 Do you want this authorisation to replace all previous authorisations given?

- ☒ Yes *Go to Q8*
- ☐ No *Go to Q6*

6 Give details of the practitioner(s) you no longer wish HMRC to deal with on your behalf

Practitioner name

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Practitioner ID

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Practitioner name

--

Practitioner ID

--	--	--	--	--	--	--	--

6 Give details of the practitioner(s) you no longer wish HMRC to deal with on your behalf *(continued)*

Practitioner name

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Practitioner ID

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Go to Q8

7 Give details of the Scheme Administrator you no longer act on behalf of

7.1 Scheme Administrator ID

A							
---	--	--	--	--	--	--	--

7.2 Scheme Administrator name

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8 Details of the person submitting the form

8.1 Are you a:

- ☒ Scheme Administrator? *Go to Q8.2*
- ☐ Practitioner? *Go to Q8.3*

☐ Practitioner? Go to Q8.3

8.2 Scheme Administrator ID

A	0	0	7	6	0	4	9
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8.3 Practitioner ID

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8.4 Are you an:

- ☐ individual? *Go to Q8.5*
- ☒ organisation? *Go to 8.6*

☒ organisation? *Go to 8.6*

8.5 Individual name

Title

First name(s)

--

Surname

--

8.6 Organisation name (max 255 characters)

Lawrence Harvey Search &
Selection Limited

8.7 Your address

6th Floor
1 Angel Court
London
Postcode EC2R 7HJ
Country United Kingdom

8.8 Email address

info@pensionpractitioner.com

8.9 Telephone number

0800 634 4862

8.10 Signature

Canfield.

8.11 Date

$$30 \quad 14 \quad 12$$

Return this form to:

*HM Revenue & Customs
Audit & Pension Schemes Services
Yorke House
Castle Meadow Road
Nottingham
NG2 1BG*