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Registered Scheme Administrator Limited Vancouver House 111 Hagley Road Edgbaston Birmingham United Kingdom B16 8LB



HM Revenue and Customs

Pension Schemes Services FitzRoy House Castle Meadow Road NOTTINGHAM NG2 1BG

Telephone 0300 123 1079

Charge reference

XHR00000130114

Pension Scheme

00813605RK

Tax Reference

Date of Issue

03/02/2018

Notice of Penalty Charge & Notice to Pay

Please pay the amount shown below

Description of Charge

Date of Event

Amount payable

Section 257(1) FA2004: failure to comply with a notice under section 250 to make a registered pension scheme return.

31/01/2018

£ 100.00

Total amount due

£ 100.00

How to Appeal

Any appeal should be made in writing and should specify the grounds for the appeal. This should be sent to Pension Schemes Services within 30 days of the date of issue of this notice.



Paying HMRC

Secure and efficient ways to pay

Make stre you pay us by the deadline.

Direct I ebit

To set up a Direct Debit payment, go to www.gov.uk/pay-tax-direct-debit and folk with the instructions.

Bank details for online or telephone banking, CHAPS, Bacs

You can make a transfer from your bank account by Faster Payments, CHAPS or Bacs. Use sort code 08-32-10, account number 12001020 and account name 'HMRC Shipley'.

Your parment reference is XHR00000130114.

By debi: or credit card online

Go to w vw.gov.uk/pay-tax-debit-credit-card and follow the instructions.

At your bank or building society

Take your payslip to your branch and pay by cash or cheque.

Make cheques payable to 'HM Revenue and Customs only' followed by your paymen reference XHR00000130114.

At the Fost Office

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Take your payslip to any participating Post Office and pay by debit card, cash or cheque made payable to 'Post Office Ltd'.

Other ways to pay

By cheque through the post

Make your cheque payable to 'HM Revenue and Customs only' followed by your payment reference XHR00000130114.

Send your payslip and cheque to: HM Revenue and Customs Direct BX5 5BD

Don't fold either the payslip or the cheque or fasten them together.

Payment questions?

For further payment information, go to www.gov.uk/dealing-with-hmrc/paying-hmrc

Or phone us on 0300 200 3835 if you can't pay your tax bill on time.