

0000/01/0000/00000000/0679926
019/17/00/0327/04/001/001

RED BRIDGE CAPITAL (UK) LIMITED
41 BROOK STREET
LONDON
W1K 4HJ



Your staging date	1 January 2018
Your PAYE reference	120/XB49219
Letter code	1394103223

July 2017

Dear Employer

Act now - find out what your automatic enrolment duties are

The Pensions Regulator is responsible for ensuring that all employers comply with workplace pension law. Under the Pensions Act 2008, every employer in the UK must put certain staff into a pension scheme and pay into it. This is called 'automatic enrolment'.

Does this apply to me?

According to our records you employ one or more people that you pay through the Pay As You Earn (PAYE) reference 120/XB49219. Whether you're an architect, a newsagent, have a personal care assistant or a nanny, if you employ at least one person you are an employer and you have legal duties.

When does this apply to me?

The date your duties start is **1 January 2018**, this is your 'staging date'. You should take action now so you are ready to meet your duties on time.

What do I need to do now?

What you will need to do will depend on whether you have any staff to put into a pension scheme or not.

Use our duties checker to quickly work out what you need to do and to make sure that you only complete the tasks relevant to you. We will provide you with easy to use information and guidance online, including our 'Essential guide to automatic enrolment', to help you meet your duties on time.

To do this, go to: **www.tpr.gov.uk/stage-duties**

Let us know who to contact

It is important we have your correct email address and contact details so we can send you more information and guidance in the future. You may also be using someone to help you with your duties, tell us who this is and we will send them emails. To confirm your details go to: **www.tpr.gov.uk/stage-nominate**

I will be writing again soon with more information.

Yours faithfully

Darren Ryder

Director, The Pensions Regulator