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Mr G McCloskey
Pension Practitioner.com
33/35 Daws Lane
London NW7 4SD

25 August 2011

Our ref: NAS/WHA/R/ EPS

Dear Gavin

Re: Reflexoak Pension Plan

Please find enclosed a Pensions Regulator letter in relation to the above Pension Scheme.
Would you kindly arrange to deal with accordingly.

With kind regards,

Yours sincerely,

Nikki Spoor FCCA – Partner
White Hart Associates LLP

Encs.



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Scheme return notice

The Pensions Regulator

Napier House
Trafalgar Place
Brighton
BN1 4DW

T 0870 606 3636

F 0870 241 1144

E exchange@thepensionsregulator.gov.uk

www.thepensionsregulator.gov.uk

www.trusteetoolkit.com

For the trustees or managers of:
Reflexoak Pension Plan Cpat/Nv/04097c
Reflexoak Limited
Ac Photi & Co
East House
109 South Worple Way, London
SW14 8TN

22 August 2011

Dear trustee or manager

Scheme name: Reflexoak Pension Plan Cpat/Nv/04097c

We are writing to you to advise that the Scheme Return for the above scheme is now available for completion.

To access the return, please log on to the Exchange website at:

<https://exchange.thepensionsregulator.gov.uk>

It is the trustee's or manager's responsibility to ensure this is completed and submitted by 3 October 2011. Failure to complete the return by this due date may trigger a breach of section 64 of the Pensions Act 2004. This breach carries a maximum penalty of £50,000.

For assistance with completing your return, please visit our Exchange online help pages. Here you will find example submissions, 'how to ...' guides and answers to frequently asked questions:

www.thepensionsregulator.gov.uk/exchange

If you are new to Exchange, you can register as a new user at:

<https://login.thepensionsregulator.gov.uk/Register.aspx>. Once registered, you'll need this unique scheme key to access your scheme's details online.

Scheme Key: XLXXTAFFZJ8C

Pension Scheme Registration Number: 10264846

We are committed to help you meet your statutory obligation. If you require assistance, we encourage you to contact us by:

- phone on 0870 6063636 (option 2), Monday to Friday 9am to 5:30pm
- email at exchange@thepensionsregulator.gov.uk

Yours sincerely

The Pensions Regulator

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

Right payment, right place, right time.



Direct debit – the easy way to pay
your scheme levy

If you're after a quick, simple way to pay your
levy on time, direct debit is the best option.

It's a safe and secure way to make payments, it's
free to set up and can save you time and effort
(no need to post a cheque). Set up a direct
debit today (see overleaf for details).



The Pensions
Regulator

You can set up direct debit...

Online through Exchange*

1. Log on...

to **Exchange**: <https://exchange.thepensionsregulator.gov.uk>

2. Navigate...

to the 'My schemes' page and select your scheme from the list.

3. Choose...

'Maintain/view scheme levy' from the 'Scheme options' page.

4. Select...

'Set up a direct debit for levy payments.'

Or by phone

Call us on: 0870 606 3636 (option 1) and we can set up your direct debit.

Subscribe to our free news-by-email service

Keep up-to-date with our developments and latest press releases:

www.tpr.gov.uk/nbe2011

NEWSFLASH!

Bite-size e-learning modules on how to complete your scheme return are available. For more details visit:

www.tpr.gov.uk/levybitesize

***Exchange** is our secure online service where you can share information with us about your scheme. You can update your scheme details at your convenience and also make levy payments.

For more information, contact:

The Pensions Regulator

PO BOX 5185

Brighton

BN50 9WG

T: 0870 606 3636 (option 1)

E: exchange@thepensionsregulator.gov.uk

Scheme return and levy

Right payment, right place, right time

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