

Scheme return notice

The Pensions Regulator

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For the trustees or managers of:
SDD Pension Scheme
64 Wellington Road
Edgbaston
BIRMINGHAM
B15 2ET

10 November 2014

Dear Sir/Madam,

It's time to complete your Scheme Return

Pension Scheme: SDD Pension Scheme
Pension Scheme Registration Number: 12010040

We're contacting you to let you know that this year's Scheme Return is now available to complete online.

The return must be completed by **22 December 2014**. Completion is a legal requirement, and failure to submit the return may trigger a breach of section 64 of the Pensions Act 2004 which potentially carries a maximum penalty for the trustees or manager of £50,000.

To get started, you need to log on to the Exchange website using your registered email address and password: <https://exchange.thepensionsregulator.gov.uk>

If you require someone else to have access to the return, you can now associate new users directly from Exchange. Login to the scheme and select 'Manage who can access this scheme online' from the Scheme Options menu.

Please note there are changes in this year's return. To help you complete the scheme return, we recommend you view our guide and frequently asked questions before you start: <http://www.thepensionsregulator.gov.uk/trustees/scheme-return.aspx>

If you require any further assistance, we encourage you to contact us by:

- phone on 0845 600 5666 (option 2), Monday to Friday 9am to 5:30pm
- email at exchange@thepensionsregulator.gov.uk

Regards

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