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Springfield Associates Limited Pension Practitioner .Com Limited Daws House 33-35 Daws Lane London United Kingdom NW7 4SD **HM Revenue & Customs** 

Pension Schemes Services Yorke House Castle Meadow Road Nottingham NG2 1BG

Telephone 0845 600 2622

Charge reference

XNR00000088100

Pension Scheme

00771300RG

Tax Reference

Date of Issue 03/02/2013

## 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.

HMRC 04/09

31/01/2013

£ 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.

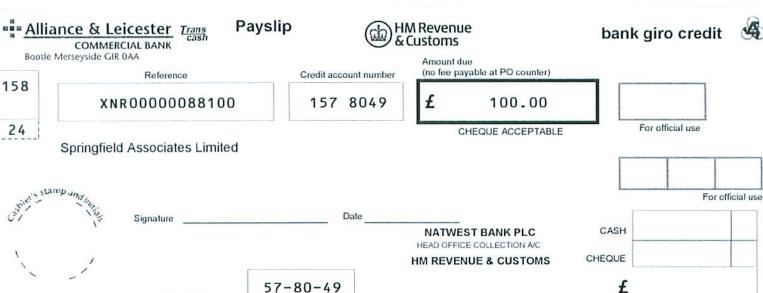
**APSS 405** 

**APSS 405** 

50 PM

If you need to use the payslip, please detach here

HMRC 10/08



Please do not fold this payslip or write or mark below this line

## Paying HMRC

Please ensure your payment reaches us by the due date.

We recommend the payment methods shown at 1 - 5 below. These are the most secure and efficient

1. Direct Debit



To set up a Direct Debit payment go to www.hmrc.gov.uk and select the appropriate service (for example Self Assessment) from the do it online menu.

Login on the Welcome to Online Services page and select Direct Debit payment from the Main menu.

If you are a new user you will first have to register and enrol for the appropriate service.

2. Direct **Payment** 



Using the Internet or phone, provide your bank or building society with the following information to make a Direct Payment:

- · payment amount
- · sort code 08-32-10
- · account name 'HMRC'
- account number 12001020
- · your reference as shown on the payslip.

3. BillPay



You can pay by Debit or Credit Card over the Internet. Go to www.billpayment.co.uk/hmrc and follow the guidance.

4. Your Bank



If your bank offers this service, take the payslip and payment to any branch of your bank. Any cheque must be drawn on your bank, and made payable to 'HM REVENUE & CUSTOMS ONLY'.

Other banks may refuse to accept payment.

5. Post Office Take this form with your payment to any participating Post Office.



If paying by cheque, make your cheque payable to 'POST OFFICE LTD'.

The Post Office also accept payment by Debit Card.

6. Post



If you use this method:

- · make your cheque payable to 'HM REVENUE & CUSTOMS ONLY'
- · include your payslip reference after 'HM REVENUE & CUSTOMS ONLY'
- · send the payslip and your cheque, both unfolded, to the Accounts Office (in the return envelope, if provided). A stamp for the correct postage is required.

If you do not have a return envelope, please send your cheque to:

HM Revenue & Customs Accounts Office BRADFORD BD98 1YY

## Further payment information

You can find further payment information online. Go to www.hmrc.gov.uk and under quick links select Paying HMRC

Or you can phone us on

• 01274 530750

Please do not write or mark below this perforation