HM Revenue & Customs

Associate Scheme Administrator to scheme

About this form

This form is designed to be filled in on screen. You must answer all the questions except those marked 'optional'. You can't save the form but once you've completed it you'll be able to print a copy and post it.

Scheme Administrators of registered pension schemes should use this form to associate any other Scheme Administrator(s) to this scheme as defined in Section 270 of Finance Act 2004.

Pension scheme details

Pension Scheme Tax reference (PSTR)   ❓

| 0 | 0 | 5 | 9 | 2 | 0 | 0 | 2 | R | J |

Pension scheme name

microcopy services limited directors pension scheme

Details of new/additional Scheme Administrator

Scheme Administrator ID   ❓

| A | 0 | 1 | 4 | 5 | 0 | 8 | 1 |

Are you an individual or an organisation?

◯ An individual

◉ An organisation

Organisation name

registered scheme administrator

Details of the Scheme Administrator making the association

Scheme Administrator ID   ❓

| A | 0 | 0 | 7 | 1 | 7 | 4 | 1 |

HM Revenue & Customs

Are you an individual or an organisation?

◉ An individual

◯ An organisation

Title

[   ]

First Name(s)

[   ]

Surname

[   ]

Address

Is this address in the UK?

◉ Yes

◯ No

Line 1

32 balmer court

Line 2

buckingham ind estate

Line 3 (optional)

[   ]

Postcode

MK18 1UL

Line 1

Line 2

Line 3 (optional)

Country

Declaration

☑ I confirm that the information I have given is correct

Signature

Date

DD MM YYYY

What to do now

Please send the completed form to:

HM Revenue & Customs
Pension Schemes Services
Yorke House
Castle Meadow Road
Nottingham
NG2 1BG

Printing this form

Click the 'Preview' button to create a copy for you to print and post. Please ensure that you check your form carefully before you click 'Preview'. If you make any changes afterwards, you must click 'Preview' again to create a new copy with the changes included.