

Levy debt letter

To the Trustees of
Evergreen Trust
c/o Registered Scheme Administrator
Venture Wales Building
Pentrebach
Merthyr Tydfil
CF48 4DR

Debt Recovery Team
The Pensions Regulator
Telecom House
125-135 Preston Road
Brighton
BN1 6AF

Date: 11/01/2024

DO NOT IGNORE THIS REMINDER – UNPAID LEVIES

Dear **Sir/Madam**

Pension Scheme Reference (PSR) - 12005834

Scheme Name: - Evergreen Trust

Having reviewed our records I can see that the above named pension scheme has an outstanding levy balance of £44.00.

A copy of the outstanding invoice can be found on our online portal Exchange:
<https://www.thepensionsregulator.gov.uk/en/trustees/submit-reports-payments-and-requests-to-us/levy> under the section 'How to pay the levy'.

The above amount is now overdue and needs your immediate action.

Please arrange for payment to be made within the next 7 days to avoid legal proceedings being taken against you.

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How to pay your levy

You can pay the levy to The Pensions Regulator by BACS/CHAPS. For BACS/CHAPS payments, please use the following details, quoting the Pension Scheme Reference (PSR) number (Our reference as shown on the front of this reminder) as a payment reference:

Account Name: THE PENSIONS REG LEVY
Bank Sort Code: 40 -14 -03
Bank Account Number: 42012669

Please note if payment has been made recently towards this invoice, you may disregard this correspondence.

If you have any queries regarding the amount due or if there are any circumstances that may be delaying payment, please do not hesitate to contact us:

- by email: debtrecovery@tpr.gov.uk
- by telephone: **0800 169 0325, option 2 then option 2.**

We may initiate recovery through the courts if you do not pay the outstanding penalty balance.

Yours faithfully

**Debt Recovery Team
The Pensions Regulator**

Confidentiality notice

The information contained in this letter is confidential and is intended for the addressee only. If you are not the person or entity to whom this letter is addressed, and it is delivered to you by mistake, or you otherwise come into possession of it, please notify us immediately and we will advise you what to do. You must not disseminate, publish or take any action in relation to the information in this letter if it is not intended for you. Information will be handled in accordance with relevant legislation including DPA and the Pensions Act. For more information, the-pensions-regulator.gov.uk