



Annual claim by scheme administrator for recovery of tax deducted by individuals or members

Fill in all the pages to reclaim the tax deducted by your members from their relieviable pension contributions (including stakeholder pension contributions) for tax year 2018 to 2019 and onwards.

For the 2018 to 2019 tax year you do not need to complete the information about Welsh Taxpayers in Part 4 of this form. You must complete Part 4 for the 2019 to 2020 tax year onwards.

If you're completing this form for a tax year that you've made interim repayment claims for that HMRC has repaid, this form must reach us by no later than 5 October following the end of that tax year. You must account for all payments (including excess relief payments on interim claims) made for that tax year.

If you're submitting this form for a tax year that you did not make interim repayment claims for, you can submit it at any time within 6 tax years after the end of that tax year.

If you've already made an annual claim and you subsequently discover a mistake with it, you should submit a supplementary annual claim using a new form to account for the mistake.

Payments can then be made to you on the 21st day of the following month (or the next working day).

If you're telling us about excess relief that you've claimed, go to www.gov.uk/guidance/tell-hmrc-youve-claimed-too-much-relief-at-source-for-pension-scheme-members to find out what you must tell us and for the template to report this.

For more information about relief at source and claiming repayments go to:

- www.gov.uk/guidance/pension-administrators-reclaim-tax-relief-using-relief-at-source
- page PTM044220 of the Pensions Tax Manual at www.gov.uk/hmrc-internal-manuals/pensions-tax-manual/ptm044220

Claim details

Year ending 5 April (enter year) YYYY	<input type="text" value="2"/> <input type="text" value="0"/> <input type="text" value="2"/> <input type="text" value="0"/>
Is this a supplementary claim?	No <input checked="" type="checkbox"/> Yes <input type="checkbox"/>
Relief at Source reference number	<input type="text" value="A"/> <input type="text" value="2"/> <input type="text" value="6"/> <input type="text" value="1"/> <input type="text" value="7"/> <input type="text"/>
Pension Scheme Tax Reference (PSTR)	<input type="text" value="0"/> <input type="text" value="0"/> <input type="text" value="8"/> <input type="text" value="2"/> <input type="text" value="7"/> <input type="text" value="5"/> <input type="text" value="1"/> <input type="text" value="9"/> <input type="text" value="R"/> <input type="text" value="B"/>

Scheme administrators submitting aggregate claims covering multiple schemes do not need to fill in the PSTR box.

Scheme administrator's details

Scheme administrator's name

Registered Scheme Administrator Ltd

Address

If your address has changed, or is going to change, please tell us your new address

Office 12, Venture Wales Building
Pentrebach
Merthyr Tydfil
Postcode CF48 4DR
Country UK

Date address changed or will change DD MM YYYY

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Contact name report any changes separately

Stacy Lunnon

Contact's telephone number

0121 769 0041

Scheme name

A B & A Pension Fund

Scheme administrators submitting aggregate claims covering multiple schemes do not need to fill in the scheme name.

Payment details

Confirm the details of the bank or building society account we should make payment to. The payment details you provide here should match those you've given to us already.

Account name

A B & A Pension Fund

Account number

0 4 9 1 9 0 8 8

Sort code

2 3 - 8 3 - 9 6

Full name of bank or building society

Allied Irish Bank (GB)

If your bank account details have changed since your last claim, attach full details in writing by an authorised signatory.

Claim and statement

Part 1 Period for which you're claiming

From MM YYYY

0 6 0 4 2 0 1 9

To MM YYYY

0 5 0 4 2 0 2 0

Statement of net contributions received and amount claimed for all members

Total number of members included in the claim - L + Q + V

1 A

Total amount of net contributions received from all members - M + R + W

£ 9,900 B

Total amount of relief claimed for all members - N + S + X

£ 2,475 C

Part 1 continued

Details of excess relief for all members

(schedule attached in accordance with the regulations)

Total net contributions received - O + T + Y

£ D

Total excess relief obtained - P + U + Z

£ E

Details of the total amount of relief claimed or if excess relief is repayable

Total net amount claimed from HMRC - C - E

£ 2,475 F

or

Total excess relief repayable to HMRC - E - C

£ G

Details from interim claims made during the year for all members

Total net amount received from HMRC for all members where sum recovered exceeds excess relief payments

£ H

or

Total net amount paid to HMRC for all members where excess relief payments exceed sum recovered

£ I

Details of the total amount of relief now claimed or excess relief repayable for all members

Total amount now claimed from HMRC -

J equals F - H, F + I or I - G

£ 2,475 J

Total excess relief repayable to HMRC -

K equals G - I, G + H or H - F

If the amount you owe is higher than the amount you're claiming, you'll need to pay HMRC. Go to www.gov.uk/guidance/pension-scheme-administrators-paying-tax

£ K

Part 2 Statement of net contributions received and amount claimed for members who are UK taxpayers

Number of members who are UK taxpayers included in the claim

1 L

Net contributions received from members who are UK taxpayers

£ 9,900 M

Are any of these contributions as a result of the transfer of an asset or assets in lieu of a cash contribution debt?

No ☒ Yes ☐

Nature of assets

Value of assets

Amount of relief claimed for members who are UK taxpayers

£ 2,475 N

Details of excess relief for members who are UK taxpayers

Net contributions received

£ O

Excess relief obtained

£ P

Part 3 Statement of net contributions received and amount claimed for members who are Scottish taxpayers

Number of members who are Scottish taxpayers included in the claim

Q

Net contributions received from members who are Scottish taxpayers

£ R

Are any of these contributions as a result of the transfer of an asset or assets in lieu of a cash contribution debt?

No ☐ Yes ☐

Nature of assets

Value of assets

Part 3 continued

Amount of relief claimed for members who are Scottish taxpayers

£ S

Details of excess relief for members who are Scottish taxpayers

Net contributions received

£ T

Excess relief obtained

£ U

Part 4 Statement of net contributions received and amount claimed for members who are Welsh taxpayers

Number of members who are Welsh taxpayers included in the claim

V

Net contributions received from members who are Welsh taxpayers

£ W

Are any of these contributions as a result of the transfer of an asset or assets in lieu of a cash contribution debt?

No ☐ Yes ☐

Nature of assets

Value of assets

Amount of relief claimed for members who are Welsh taxpayers

£ X

Details of excess relief for members who are Welsh taxpayers

Net contributions received

£ Y

Excess relief obtained

£ Z

Declaration

I, the scheme administrator named on page 1, apply for recovery of the amount shown in Part 1.

This application is made in accordance with all regulations made under section 192(6), (7) and (8) Finance Act 2004.

I declare that:

- I'm keeping all records required by the regulations
- I've claimed only for those contributions for which relief is given under section 192(1) Finance Act 2004
- the sum I've claimed takes account of any interim claims made
- I agree to account to HM Revenue and Customs for any excess amount claimed
- the statements on this form are true and correct in all aspects to the best of my knowledge and belief

Name of authorised signatory use capital letters

STACY LUNNON

If the authorised signatory has changed since your last interim or annual claim, attach a Board Resolution appointing the new signatory and an original specimen signature of that person.

Signature of authorised signatory

Date DD MM YYYY

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What to do now

Please send the completed form to:

Pension Schemes Services
HM Revenue and Customs
BX9 1GH.

If you've any questions about this form phone us on 0300 123 1079.

Your rights and obligations

Your Charter explains what you can expect from us and what we expect from you. For more information, go to www.gov.uk/government/publications/your-charter