**Strictly Private & Confidential**

Mr P Hampson

20 Dartmouth Road

Hayes

Bromley

BR2 7NE

24 November 2017

Dear Mr Hampson,

**Bromley and Orpington Retirement Benefits Scheme**

Further to your application to start taking pension benefits from your scheme, I am pleased to confirm the following.

* The pension commencement lump sum (PCLS) of £20,000 has been paid to your specified bank account on 6 November 2017.
* The first gross payment of £60,000 (which is subject to income tax) has been paid into your specified bank account on the 6 November 2017.
* You have elected to take no income at present.

The payment of a PCLS is a Benefit Crystallisation Event (BCE). Under Her Majesty’s Revenue & Customs regulations, we are required to confirm to you at each BCE the amount of the Standard Lifetime Allowance (SLA) that has been used by that BCE and the amount used by any previous BCEs under your scheme. These and other details are contained in the attached schedule.

We will provide confirmation of the percentage of SLA that has been used by BCEs under your scheme on an annual basis. It is important that you keep a record of this information as you will need to provide details at each BCE that occurs under all pension arrangements that you hold.

**Your right to cancel**

If you decide that you no longer wish to take any pension benefits, you have a legal right to change your mind and cancel this decision within 30 days of your receiving this letter.  Please note that you would have to return any pension commencement lump sum or any pension income that has been paid to you from the scheme.

If you have any questions, please contact me on 0844 410 0037.

Yours sincerely,

***Paul Bennett***

***Senior Pension Administrator***

Enc. Schedule of Benefits

**Schedule of Benefits**

**Initial Designation to Drawdown**

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| --- | --- |
| **Client name** | Mr Paul Hampson |
| **Scheme name** | Bromley and Orpington RBS |
| **BCE date** | 6 November 2017 |
| **Total fund value at BCE** | £89,632.21 |
| **Value of fund being crystallised** | £80,000.00 |
| **Pension commencement lump sum paid** | £20,000.00 |
| **Chosen annual income (gross)** | £nil |
| **Chosen payment frequency** | n/a |
| **First payment amount (gross)** | £60,000.00 |
| **Lifetime Allowance used at BCE** | 8% |