ICO - Finance Department

Wycliffe House

Water Lane

Wilmslow

Cheshire

SK9 5AF

25th February 2015

Dear Sirs,

**Bromley and Orpington Retirement Benefits Scheme**

Thank you for your letter dated 7th November 2014 and please accept our apologies for the delay in responding.

The members have undergone a process to change their pension scheme underlying bank account which has taken a considerable amount of time.

Now that the new account is fully up and running and has sufficient funds for payment I have pleasure in enclosing the newly completed Direct Debit Mandate. I look forward to confirmation once this has been set up.

Should you have any queries please do not hesitate to contact a member of the SSAS team on 0844 410 0037.

Yours sincerely

**Emma Dane**

**Senior Pensions Administrator**