



**HM Revenue
& Customs**

H Bragman Ltd Directors Pension Scheme
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LONDON
NW7 4SD

DMB Campaign
MR P Sebastian
HMRC
DMB 330
BX5 5AB

Phone 0300 200 3813
Monday to Friday 8:30 to 4:30pm

Fax 03000 536601

Web www.gov.uk

Date 16 December 2015
Our ref 846PH00158600

Dear Sir or Madam

PAYE

I have received a letter dated 30 November from RSM UK Tax and Accounting Ltd. In the absence of signed authority I am replying directly to you.

I can confirm receipt of the cheque for £5,950.80, but you have not made any Real Time Information (RTI) submissions for 2015-16.

You must send a Full Payment Submission (FPS) whenever the payroll is run. Please visit <https://www.gov.uk/topic/business-tax/payee> or call the Employers Helpline on 0300 200 3200 for advice. Please note that the Specified Charges remain payable in the absence of the actual RTI submissions.

If the payroll is run annually, please tell me in which month and I will note my records for future years, I will then expect to receive an FPS for that month only.

Yours faithfully

D Arklay
Debt Management Officer

To find out what you can expect from us and what we expect from you go to www.gov.uk/hmrc/your-charter and have a look at 'Your Charter'.

Information is available in large print, audio and Braille formats.
Text Relay service prefix number – 18001