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Little & Rutherford Limited
12 Beech Avenue
Dumbreck
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G41 5BX

Pension Schemes Services

Yorke House
Castle Meadow Road
Nottingham
NG2 1BG

Tel 0845 600 2622
Monday to Friday 09:00 - 17:00

Fax 0115 974 1480

Date of issue 31 October 2017

You are reminded that a notice to make and deliver a Pension Scheme Return for the year ended 05/04/2017 was issued on 06/04/2017.

Pension Scheme Tax Reference
00732072RW

Pension Scheme Name
Rutherford Pension Plan.

If you have filed a return in the last few days, please ignore this reminder.

If audited accounts have been prepared for a period or periods ending in the year shown above, you should make the return for the period or periods covered by those accounts.

You must file the return online. Our Pension Schemes Online service provides a quick, secure and convenient way to send and receive information. If you have not already registered to use this service, visit our website at www.hmrc.gov.uk and select 'Pension Schemes' under 'do it online'.

Time limits

You must get the Pension Scheme Return to me by:

- 31 January 2018
- 3 months after the day the notice is given

whichever is the latest.

If the scheme has completed winding up before 31 October 2017, you must get the Pension Scheme Return to me by:

- 3 months after the day on which winding up is completed
- 3 months after the day the notice is given

whichever is the latest.

You risk being charged penalties if you fail to file the Pension Scheme Return within the time limit, or you make an incorrect return.