

Your scheme details:

The Microcopy Services Ltd Directors Retirement Plan

1. Introduction

The following are the details that were on the scheme return submitted on 24 October 2017 02:48 PM.

The scheme return details were confirmed by Miss Emily McAlister.

2. Scheme details (basic)

Basic details	
Scheme name	The Microcopy Services Ltd Directors Retirement Plan
PSR number	10267227
Scheme address	2 Harlequin Place Shenley Brook End MILTON KEYNES MK5 7FF United Kingdom
Billing address	Same as scheme address
Scheme type	Occupational
Benefit type	Defined contribution
Current status	Open to new members since 01 January 2004
Scheme year-end (DD/MM)	30/06 since 01 January 2004
HMRC reference number (PSTR)	00592002RJ

PSR number: 10267227

Please note that this document cannot be used in place of a scheme return and will not be accepted as such by the Pensions Regulator. If you are required to complete a scheme return and are unable to do so online you should contact us by phone on 0345 600 5666 and select option 2 (Mon - Fri 9am - 5.30pm). Alternatively you can email us at exchange@thepensionsregulator.gov.uk

3. Scheme details (membership, age profiling, leavers)

Small scheme details	
Membership no greater than 11?	Yes
All members' trustees/directors?	Yes
Unanimous/independent decisions?	Yes

Number of members as at 5 April 2015 The Pensions Regulator requires to know the number of members present at the scheme year-end between the dates 1 April 2015 and 31 March 2016.	
Active members	0
Deferred members	2
Pensioner members	0
Total members	2

Number of members as at 5 April 2016 The Pensions Regulator requires to know the number of members present at the scheme year-end between the dates 1 April 2016 and 31 March 2017.	
Active members	0
Deferred members	2
Pensioner members	0
Total members	2

Age Profiling		
	50 to 59	60 and over
Active and deferred	0	0

Scheme Leavers as at 5 April 2016 The Pensions Regulator requires to know the number of scheme leavers during the year up to the scheme year end given for the latest membership figures above.	
Any scheme leavers during the latest membership year	No

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4. Scheme details (assets and contributions)

Scheme assets and contributions as at the latest membership effective date of 5 April 2016.	
Total net assets	£260470.00
Total employer contributions over the year	£0.00
Total employee contributions over the year	£0.00
Total transfers into the scheme over the year	£0.00

5. Trustees

Trustee	
Name of trustee	Mr Ross Lincoln Stevens
Chair of trustees	No
Type of trustee	Employer-appointed trustee
Professional trustee	No
Address of trustee	46 Aris Way BUCKINGHAM MK18 1FX United Kingdom
Direct telephone number	01280 822805
Direct email address	info@pensionpractitioner.com

Trustee	
Name of trustee	Mr Lee Rowan Stevens
Chair of trustees	No
Type of trustee	Employer-appointed trustee
Professional trustee	No
Address of trustee	2 Harlequin Place Shenley Brook End MILTON KEYNES MK5 7FF United Kingdom
Direct telephone number	01280 824712
Direct email address	info@pensionpractitioner.com

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6. Employer details

Current Employer(s)	
Employer's name	Microcopy Services Ltd
Employer type	Principal Employer
Organisation type	Private limited company
Address of employer	32 Balmer Cut Buckingham Industrial Park Buckingham MK18 1UL United Kingdom
Employer status	Active since 12 March 1990
Employer email address	info@pensionpractitioner.com
Companies House number	02480074

Employer relationship	
Is the scheme intended for use by one employer or more than one employer?	One employer
Is the scheme intended for use only by employers that are part of the same corporate group or structure?	Not applicable
Does each employer have a trustee on the trustee board?	Not applicable
Are all employers part of a similar industry, profession or affinity organisation (such as trade body, business group etc)?	Not applicable

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7. Auto-enrolment details

Automatic Enrolment	
One or more employers using the scheme have passed the staging date above?	Yes
Has any employer used this scheme on or after 6 April 2015 to meet their automatic enrolment duties in respect of any staff who were automatically enrolled or opted into the scheme?	No
Has any employer used this scheme on or after 6 April 2015 to meet their employer duties in respect of any staff who did not have to be automatically enrolled or given the opportunity to opt in because they were existing members of the scheme?	No

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8. Service provider details

Insurance company	
There is currently no insurance company listed as involved with this scheme. Details required are name, address, whether the insurer carries out the main administration of the scheme and, optionally, an insurer reference (e.g. scheme number), telephone number and email address.	
Third party administrator	
Name of company	The Practitioners Partnership LP t/a Pension Practitioner. Com
Address of administrator	1st Floor World Trade Centre Baytree Road Gibraltar GX11 1AA Gibraltar
Company telephone number	08006344862
Company email address	info@pensionpractitioner.com
Named contact details	
Title	Ms
First name	Emily
Surname	McAlister
Named contact's direct telephone number	08006344862
Named contact's direct email address	info@pensionpractitioner.com

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9. Contact details

Scheme contact details	
Name of contact	Miss Emily McAlister
Address of contact	t/a Pension Practitioner 1st Floor World Trade Centre Baytree Road GX11 1AA Gibraltar
Telephone number	08006344862
Email address	info@pensionpractitioner.com

Levy contact details	
Name of contact	Mr Lee Stevens
Address of contact	Microcopy Services 32 Balmer Cut Buckingham Industrial Estate BUCKINGHAM MK18 1UL United Kingdom
Telephone number	08006344862
Email address	lee@microcopysystems.co.uk

Pension Tracing Service contact details	
There is no pension tracing service contact associated with this scheme.	

Consent to electronic service details	
Confirmed by contact name	Miss Emily McAlister
Confirmed date	24/10/2017
Email address	info@pensionpractitioner.com

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