HM Revenue & Customs

Associate Scheme Administrator to scheme

Scheme Administrators of registered pension schemes should use this form to associate any other Scheme Administrator(s) to this scheme as defined in Section 270 of Finance Act 2004. You can do this online. Go to **www.hmrc.gov.uk** and select 'pension schemes' under 'do it online'.

1 Pension scheme details

1.1 Pension Scheme Tax Reference (PSTR)

R

1.2 Pension scheme name *max 255 characters*

2 Details of new/additional Scheme Administrator

2.1 Scheme Administrator ID

A

2.2 Are you

☐ An individual? go to Q2.3

☐ An organisation? go to Q2.4

2.3 Individual name

Title

First name(s) *max 2 names, both a max 35 characters*

Surname *max 35 characters*

Go to Q3

2.4 Organisation name *max 255 characters*

3 Details of the Scheme Administrator making the association

3.1 Scheme Administrator ID

A

3.2 Are you

☐ An individual? go to Q3.3

☐ An organisation? go to Q3.4

3.3 Individual name

Title

First name(s) *max 2 names, both a max 35 characters*

Surname *max 35 characters*

Go to Q3.5

3.4 Organisation name *max 255 characters*

3.5 Your address

Postcode

Country

3.6 Your signature

3.7 Date *DD MM YYYY*

Return this form to:

HM Revenue & Customs
Pension Schemes Services
Yorke House
Castle Meadow Road
Nottingham
NG2 1BG