

**Chamberlain's Department**

Dr Peter Kane MA, MSc, CPFA  
Chamberlain (Finance Director)

**Telephone** 020 7332 1132

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**Email** graham.newman  
@cityoflondon.gov.uk

**Our ref** PG/PEN/GN/POL

**Case Officer**

Graham Newman

**Date**

Dear

**The Police Pensions Regulations 1987 (as amended)**

I acknowledge receipt of your commutation election form dated .....

Please find enclosed form POL ..., with appropriate pension figures.

Your gross commutation lump sum amounts to £000,000.00. The tax due, £00,000.00, in respect of the portion of the lump sum that exceeds HM Revenue & Customs limits has been deducted and paid over to HMRC on your behalf. You do not need to report the taxable element of your lump sum to HMRC on a self-assessment tax return.

I can confirm that your net lump sum entitlement amounts to £ 00,000.00 and will be paid directly into your nominated bank account on or as soon as possible after .....

I can confirm that the current spouse's notional pension amounts to £ 00,000.00 per annum. I would mention that this figure will be index-linked in line with your own pension.

Your pension will be paid monthly and in advance on the 6<sup>th</sup> of every month, or the next available working day if this is a weekend or public holiday. Payment of your pension will be made direct to your bank/building society and pension pay slips will be sent to the above address but **ONLY** where the monthly amount varies by at least £2.00.

If you have any queries once you are receiving your pension please contact **Pensions Payroll on 0207 332 1370**. You can also access further information on our website, including forms to update your address or bank details, at; <http://www.yourpension.org.uk/CityofLondon/Left-the-Scheme/Pensioners.aspx>

I trust that the position is clear to you but should you have any queries or disagree with any of the details provided regarding your pension entitlement please do not hesitate to contact Graham Newman on the above extension. I am required to advise you that there is an internal dispute procedure should you be dissatisfied or have a complaint regarding your pension entitlement. An application form detailing the procedure, together with the name and address of the appointed official to whom the complaint should be sent, may be obtained from the pensions office. **Please note that this does not relate to medical appeals, which are covered under H2 of the above Regulations.**

Yours sincerely

Charlie Partridge  
Pensions Manager

**THE POLICE PENSIONS REGULATIONS 1987  
(AS AMENDED)  
CITY OF LONDON POLICE**

**NAME:**

**Warrant No.**

The date of your retirement from the police force will be \*\*\*\*. Under the provisions of Regulation B1 your pension will be £\*\*\*\* p.a. which is based on \*\* sixtieths of your pensionable pay of £\*\*\*\*, producing a pension of £\*\*\*\*, less £\*\*\*\* in respect of pension sharing and £\*\*\*\* in respect of commutation.

The pension will date from \*\*\*\*, and will be paid monthly in advance at the rate of £\*\*\*\* per month, payable on the 6<sup>th</sup> of each month or the next available working day if this falls on a weekend or public holiday.

Under the provisions of the Finance Act 2004 the value of your pension in relation to the Life Time Allowance (LTA) amounts to \*\*\*\*%

Signed \_\_\_\_\_ dated .....

C Partridge, Pensions Manager

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**NOTES:-**

*1) This notice is to be passed to the Police Officer concerned and the Officer's attention drawn to Regulation C1 which provides that if an officer who has completed three years' pensionable service dies while in receipt of a pension which he was awarded on retiring from the Force, his widow will be entitled to a widow's ordinary pension subject, however, to the marriage having taken place before his retirement. In the case of a marriage after retirement, a widow's ordinary pension will be based on the officer's service after the 5th April 1978 only.*

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