

# PRIVATE AND CONFIDENTIAL – PENSION PROVIDERS CONFIRMATION OF PENSION

If you, your partner or any other adult who normally lives with you is unable to provide the required pension proof, please use this form.

TO THE PENSION PROVIDER – Please confirm the details required by our customer, providing the information requested and then return this sheet to –  
**NOTTINGHAM CITY COUNCIL, ADMAIL 3428, NOTTINGHAM NG1 4XX**

Payment method (e.g. cash, cheque, bank credit etc..... Account Number ..... Yes  No

Has there been a change in the frequency or amount of payment within the last three months? Yes  No

If yes, please give details of this change confirming amounts and relevant date of this change.  
.....  
.....

**To be completed by the customer**

Name .....

Address .....

.....

Employee Pay No. ....

Occupation .....

Signature .....

**To be completed by the pension provider**

Print your name .....

Business name .....

Business address .....

.....

Business Tel. No. ....

Position in firm .....

Signature .....

**Pension Provider's  
Official Stamp**

## PLEASE STATE THE AMOUNT & DATE OF THE MOST RECENT PAYMENT MADE

Date:  £

Frequency (please tick) Weekly  4 weekly  Monthly  Quarterly  Yearly  Other

Please ensure that this sheet is endorsed with your Authorisation stamp. If no stamp is available you must attach your letter headed paper.