**XYZ LEAVER REFUND/CETV – AVCS**

Letter to **DANIEL POOLE**

**Key Points**

1. Date of leaving **(05/09/2019)**
2. No transfer-in from personal pension or stakeholder
3. Refund:

|  |  |
| --- | --- |
| Member’s conts [without interest] | £1,856.00 |
| AVCs paid | £3,467.50 |
| **Subtotal** | **£5,323.50** |
| 20% tax up to £20,000 | £1,064.70 |
| Net refund | **£4,258.80** |

1. Statement that no further benefits remain in the Scheme
2. Transfer option available for one year following date of leaving.
3. Refund will be paid automatically if no transfer value paid within year of leaving.

NOTE **letters should be written in full and should include all of the information contained in each of the bullet points**. Failure to write a letter in full will result in marks being lost. Failure to mention the information contained in each of the bullet points will result in marks being lost.