Police Pension Scheme

Compensation Claim Form

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| --- | --- | --- | --- | --- |
| **Personal details:** | | | | |
| Full name | |  | | |
| National Insurance number | |  | | |
| Date of birth | |  | | |
| Email address | |  | | |
| Phone number | |  | | |
| Address | |  | | |
| **I am making a compensation claim for (please select as applicable):** | | | | |
| A direct financial loss  *(complete form A)* |  | | A part 4 tax loss  *(complete form B)* |  |
| **Declaration:** | | | | |
| Please read each of the statements below and if you agree, sign, date and return the entire form, along with your evidence:   * I confirm that I have completed all parts of either form A or form B, including providing my justification for making a compensation claim. * Where necessary I have sought calculations from HMRC to establish the financial loss that I have suffered. * I declare that the information I have provided in this compensation claim form is true to the best of my knowledge. | | | | |
| Signature | |  | | |
| Today’s date | |  | | |

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| Return this form together with the supporting evidence to the Scheme Manager (Chief Constable) for your force so that they can assess your claim. |

This page is intended for Scheme Manager user only

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| **Scheme Manager decision:** | | | | |
| Date compensation claim form received by Scheme Manager | | |  | |
| Notes about the decision making by the Scheme Manager  *Record anything here which outlines the reasons for your decision* |  | | | |
| Based on the evidence provided and the necessary criteria, my decision about this compensation claim is: | | Approve | | Decline |
| Amount of direct compensation to be paid | | £ | | |
| If compensation is to be paid by way of indirect compensation, provide details here |  | | | |
| Scheme Manager name |  | | | |
| Date of decision |  | | | |

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| **Personal details:** | |
| Full name |  |
| National Insurance number |  |

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| **A - Compensation claim – direct financial loss** | | | | |
| *I have suffered a direct financial loss and I wish to make a claim.*  *The claim I am making is for (please select which type claim you are making)* | | | | |
| Accountancy services | | |  | |
| Independent financial advice | | |  | |
| Legal services | | |  | |
| Other direct financial loss (please specify) |  | | | |
| **Compensation claim amount** | | | | |
| The amount of compensation that I am claiming is: | | | £ | |
| **My Evidence:** | | | | |
| You should consider what evidence you need to provide that will best support your claim as the Scheme Manager will require this to decide whether your claim can be accepted or not.  *The evidence I am providing is (please select all that apply)* | | | | |
| Receipt |  | Invoice | |  |
| Bank statement |  | Calculation from HMRC | |  |
| Other evidence (please specify) |  | | | |
|  | | | | |
| *Please also complete the justification section overleaf* | | | | |

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| **Personal details:** | |
| Full name |  |
| National Insurance number |  |

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| **Justification for compensation claim** |
| You should provide in your own words a statement which justifies your claim, this should include, but is not limited to:   * The reason why your claim for compensation should be met. * Why this is an eligible claim. * How this claim is attributable to remedy. |
| I am making a claim for compensation because: |

|  |  |
| --- | --- |
| **Personal details:** | |
| Full name |  |
| National Insurance number |  |

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| **B - Compensation claim – part 4 tax loss** | | | | |
| *I have suffered a part 4 tax loss and I wish to make a claim.*  *(Please specify below the part 4 tax loss that has occurred)* | | | | |
| The part 4 tax loss that has occurred is: | | | | |
| **Compensation claim amount** | | | | |
| The amount of compensation that I am claiming is: | | | £ | |
| **My Evidence:** | | | | |
| You should consider what evidence you need to provide that will best support your claim as the Scheme Manager will require this to decide whether your claim can be accepted or not.  *The evidence I am providing is (please select all that apply)* | | | | |
| Receipt |  | Invoice | |  |
| Bank statement |  | Calculation from HMRC | |  |
| Other evidence (please specify) |  | | | |
|  | | | | |
| *Please also complete the justification section overleaf* | | | | |

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| --- | --- |
| **Personal details:** | |
| Full name |  |
| National Insurance number |  |

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| **Justification for compensation claim** |
| You should provide in your own words a statement which justifies your claim, this should include, but is not limited to:   * The reason why your claim for compensation should be met. * Why this is an eligible claim. * How this claim is attributable to remedy. |
| I am making a claim for compensation because: |