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HM Revenue & Customs
BX9 1AS

Dear Sir/Madam,

Your Reference 705/S2

My National Insurance Number

Date of Appointment

I have been appointed as a Police Constable in the Avon and Somerset Constabulary since the above date.

My staff association, The Police Federation of England and Wales have informed me that an agreement has been reached over tax relief on 'Professional Fees. Police Federation Subscriptions' since April 1994.

I understand that your inland revenue head office reference is:

SAPP/T1644/23/82/MA

I am required to pay on a calendar monthly basis various amounts.

- From my date of appointment to the first anniversary of appointment, £5.42
- From 1st anniversary of appointment to second anniversary of appointment, £10.79
- From 2nd anniversary of appointment onwards, £21.58

I therefore apply for tax relief on those subscriptions as per the agreement outlined above.

I also wish to claim the relevant proportion of the £140.00 per annum also agreed by the Police Federation with you.

Thank you for your assistance in this matter.

Yours faithfully

Signature