

Richmond Carter Ltd

2nd Floor, 28a, Middle Hillgate

Stockport, England, SK1 3AY

Email: info@richmondcarter.co.uk Tel: 0161 507 7692

Agent Reference Number (ARN): **BARN0049784**

Self-Assessment Agent Code: **2678EP**

PAYE Ref: **HZ4215**

Date: [Insert Date]

To:

HM Revenue & Customs

National Insurance Contributions and Employers Office

HMRC BX9 1AN

United Kingdom

Client Details

Full Name: **[Client Full Name]**

Date of Birth: **[Client DOB]**

National Insurance Number: **[Client NI Number]**

Address: **[Client Address]**

Subject: Request for Full National Insurance Account History

Dear Sir or Madam,

We act on behalf of our client and request a **full National Insurance account history** for all tax years from **1970/71 through 2009/10 inclusive**.

Please include:

- All contribution and credit records held for each year;
- Any non-qualifying or missing years; and
- Any entries relating to Home Responsibilities Protection (HRP).

Richmond Carter Ltd is authorised to act as the client's tax agent. A signed **Letter of Authority (LOA)** and **HMRC Form 64-8** have been submitted under separate cover under ARN **BARN0049784**.

Please send the full statement to:

Richmond Carter Ltd, 2nd Floor, 28a, Middle Hillgate, Stockport, SK1 3AY.

Thank you for your assistance.

Yours faithfully,

Bilal Khaliq

Director

Richmond Carter Ltd

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