



HM Revenue
& Customs

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Indv and Small Business Compliance
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Phone [REDACTED]

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Date 9 January 2017

Our ref [REDACTED]

Your ref [REDACTED] 6B

Case Ref [REDACTED]

Dear Sirs

[REDACTED]

I refer to our meeting of 20 December 2016.

I can confirm that, as of 6 January 2017, I have amended the corporation tax assessments, settled the appeals and prepared the penalty as agreed in the Settlement Agreement, formulated by [REDACTED] (ADR Facilitator) after the completion of the ADR meeting. They should be in the possession of you and your client sometime next week.

May I take this opportunity to thank you and your colleagues for the courteous and professional manner in which the discussion was conducted and my gratitude for the flexibility demonstrated to enable a satisfactory agreement to be reached.

Whichever method you choose to contact us about this check, you need to quote the case reference [REDACTED] and any other references shown above. If you write you need to use the address shown above. If you send documents you must tell us if you want them returned as we may securely destroy them after 90 days.

Yours faithfully

[REDACTED]
Higher Officer

Information is available in large print, audio and Braille formats.
Text Relay service prefix number – 18001

