

Our Ref: AR/JH/CL

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30th April 2012

Dear Paul,

I am pleased to let you know that your payroll year end has now been successfully submitted online.

Please find enclosed your P60 for the tax year to 5th April 2012.

Please also find enclosed an invoice for the annual payroll service. Please note this invoice is covered by the monthly direct debit and therefore no further payment is required.

If you have any queries, please do not hesitate to contact me.

Yours sincerely

Jo Hall

Russell & Co

