## MESSAGE FROM PAYROLL

## **Good Morning**

In previous years you have asked your NARPO members to let the Payroll department know if they had changed their addresses etc.

As you have kindly done before I would be grateful if you would ask your members (if they have not already done so) to notify Payroll of any contact detail changes that they have had within the last year. Could you ask that landline and/or mobile telephone numbers and email addresses are included as well.

Email address to send notification of changes to - <a href="mailto:payroll@ecis.police.uk">payroll@ecis.police.uk</a>
or postal address Payroll & Pensions Dept, North Kent Police Station, Thames Way, Northfleet, Kent DA11 8BD

\*\*Please could you also ask your members that those wishing to receive their pension P60's electronically to send an email to <a href="mailto:payroll@ecis.police.uk">payroll@ecis.police.uk</a>

We will require <u>two</u> of the following ID details to be included within the email - Date of Birth, National Insurance number, <u>first</u> 4 digits of the bank account that the pension is paid into, middle name/s.

If the P60's can be sent by email they will more than likely be received several weeks before those that are posted via the Royal Mail.

Thank you again for your help, and if you need to discuss any of the above please do not hesitate to contact me.

Kind Regards Zena

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