

Office stamp

THE BENEFITS AGENCY
 Roebuck House
 Roebuck Close
 Portsmouth PO6 2TA
 TEL : 01705 308000
 PORTSMOUTH NORTH D.O.

BF250

Social Security

Code A
40 Dadleys
Gosport War Memorial Hospital
Bury Road, Gosport
Hants PO12 3PW

Our phone number is

Code 01705 Number 308000 Ext 8071

If you have textphone, you can call on

Code / Number /

If you get in touch with us, tell us this reference number

Code A

Date

18 / 1 / 99

We need your order book back

Please send back your order book or books for

- Incapacity Benefit
- Incapacity Benefit and Income Support
- Severe Disablement Allowance
- Severe Disablement Allowance and Income Support
- Retirement Pension
- Retirement Pension and Income Support
- Widow's Pension
-

Please only send us back the book or books we have ticked above.
 The name of the benefit is printed on the first page inside your order book.

Please turn over ►



benefits
ba
 agency

An Executive Agency of
 the Department of Social Security

We need your order book back – continued

Why we need your book back

- We need to arrange for you to get more money because

We will pay any money we owe you either by girocheque or by adding it on to the first order of your new order book.

- We need to arrange for you to get less money because

you have been in hospital for more than 6 weeks.

- We need your book back because

When to send your book back

- Please send your order book or books back to us at once, without cashing any more orders.
- Please send your order book or books back to us after getting your money on / / .

Remember – only send us back the book or books we have ticked on the front of this letter. The name of the benefit is printed on the first page inside your order book.

What happens next

- We will send you a new order book as soon as we can.
- Your money will be paid into the bank or building society account that you told us about.
- We have explained below what happens next.

Send this letter back to us with your order book or books. Use the envelope we have sent you. It does not need a stamp.

T41WESS

	ROYAL MAIL
1	POSTAGE PAID
	HQ 315



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If undelivered please return to the nearest
Department of Social Security Office

RESPONSE LICENCE No.
HQ5

T42BR5541

REF.....

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BENEFITS AGENCY
ROEBUCK HOUSE
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COSHAM
PORTSMOUTH
HANTS
PO6 2ZX