

State Pension HRP Enquiry – Information Request

Re: **[Client Full Name] – State Pension HRP Enquiry**

Client details

National Insurance No: [AB123456C]

Date of birth: [DD/MM/YYYY]

Address: [Client Address]

Dear Sir or Madam,

We write on behalf of **[Client Name]** (NI Number [AB123456C], Date of birth [DD/MM/YYYY]) in relation to a possible **Home Responsibilities Protection (HRP)-related underpayment** of State Pension arising from gaps or missing credits in their National Insurance record.

A signed **Letter of Authority** dated [DD/MM/YYYY] has been provided to the Department for Work and Pensions, authorising you to share information on this HRP-related State Pension issue with **Evanshaw Ltd**. We have verified [Client Name]'s identity as part of our standard onboarding checks.

In line with DWP's *Working with representatives* guidance, we understand that you will continue to send all formal decision notices and payments **directly to the customer**, and that Evanshaw Ltd is acting only as a representative for this specific HRP-related matter.

We kindly request confirmation of the following, **limited to [Client Name]'s HRP-related State Pension position**:

1. **HRP underpayment check**

Confirmation of whether [Client Name]'s National Insurance record and State Pension award have been checked for potential underpayment due to missing or mis-recorded HRP credits.

2. **State Pension award documentation (HRP-related)**

A copy of the most recent State Pension award or decision notice, insofar as it relates to HRP eligibility, credited years and any HRP-related corrections.

3. **Qualifying years and HRP credits**

- The total number of qualifying years used in calculating [Client Name]'s State Pension; and
- any HRP credits or equivalent National Insurance credits taken into account for those years.

4. **Forecast / statement (where available)**

A current State Pension forecast or statement showing how credited years (including any HRP credits) have been used and the resulting weekly rate.

5. **Pension Credit linkage (if applicable)**

Where HRP correction has an impact on Pension Credit entitlement, confirmation of the **current status of any Pension Credit award or refusal**, limited to what is necessary to understand the HRP-related effect.

Thank you for your assistance. We look forward to your response.

Yours faithfully,

[Your Name]

For and on behalf of **Evanshaw Ltd**

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