

Senders Name:

Address:

Reference:

Date:

Tel: 0191 2252191  
Fax: 0191 2252359  
Textphone: 0191 2252003  
Email: CRU-BLF-1@dwp.gsi.gov.uk

**Letter Forwarding Service**

**Please complete using capital letters.**

**Part 1**

Please send the enclosed, unsealed letter to:

Surname

Forenames

NI Number

Date of birth or age

Last known address

--

**Part 2**

1. A trace has been made and the letter forwarded.
2. The letter is returned because:

SAME ADDRESS AS HELD BY YOU	NO CURRENT ADDRESS HELD	UNABLE TO TRACE USING OUR RECORDS	DECEASED – DATE AND PLACE OF DEATH

Signature

Date

**DISCLAIMER**

Despite taking care in tracing, we can never be **ABSOLUTELY CERTAIN** that the person we have traced is the customer you wish to contact. Information regarding next of kin can be obtained from:- Certificate Services - Tel: 0845 603 7788

**CRU 1010**