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| REC Performance Assurance Reporting  |
| NIL Return Submission  |



**REC Performance Assurance Reporting:**

**NIL Return Submission**

This form should be used to indicate a NIL return submission for specified reporting item(s).

N.B. this submission should be submitted to the Code Manager at performanceassurance@recmanager.co.uk directly for records to be updated.

# Section One – NIL Return

**ALL FIELDS MUST BE COMPLETED BY THE PARTY**

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| **COMPANY DETAILS***Please ensure that you provide full details to allow for basic checks to be carried out at Companies House.* |
| Company Name: |  |
| Trading Name (if different): |  |
| Company Registration Number: |  |

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| **REPORTING DETAILS***Please ensure that you provide details in full of the data item(s) that the nil submission is relevant for in line with the* [*Performance Assurance Reporting Catalogue.*](https://recportal.co.uk/the-rec-public) |
| PARC Reference Number(s): |  |
|  Nil Return applicable for more than one month? (Yes/No)If submitting a Nil Return for more than one item, please answer this for each item. |  |
|  If answer to the above is “Yes”, please state the period the Nil Return should apply e.g., April 2022 – July 2022If submitting a Nil Return for more than one item, please answer this for each item. |  |

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| **REASON FOR NIL RETURN SUBMISSION***Please summarise the rationale of the NIL return for each individual item.*  |
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# Section Two – Contact Details

**ALL FIELDS MUST BE COMPLETED BY THE PARTY**

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| **CONTACT DETAILS** *Please provide the following information. Note that the details given must be for the individual who is submitting the NIL return on the organisation’s behalf.*  |
| Full Name:  |  |
| Job Title:  |  |
| Email address:  |  |
|  Telephone Number:  |  |
|  Today’s Date (DD/MM/YYYY):  |  |



To find out more please contact:

enquiries@recmanager.co.uk

