

Lancaster House, Hampshire Court, Newcastle upon Tyne, NE4 7YH

16 July 2015

Notice to Traders 09/15

On 1 July 2015, we replaced our old finance system with a new one.

The new system uses a unique Firm Reference Number (FRN) for each customer instead of the Trader Reference Number (TRN) shown on previous communications.

This means that you won't be able to easily identify transactions from the finance system without your FRN and corresponding trader number.

Action

Please call us on 0191 226 5050 or email us at trader@rpa.gsi.gov.uk and we'll tell you your new FRN. Make sure that you have your 6-digit TRN for reference.

You should continue using your TRN for licence applications and claims for payment as usual.

Enquiries

If you have any questions about this notice please contact the Trader team on 0191 226 Track 5050 or email us at trader@rpa.gsi.gov.uk.