

From the date we received your appeal it may take up to 6 weeks for it to be allocated. However, it is possible that your appeal may be allocated more quickly than this.

If you wish to submit any further information in support of your appeal we would request that you do this within 7 days i.e. by **28 February 2018**. Anything received after this date may not be considered. Similarly, you will not be able to provide additional information for us to consider after a decision is made on your appeal. Any decision we make is final.

We have enclosed documents with additional information. Please contact us if you have any other questions.

Yours sincerely

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