

Name -----

Address -----

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Department of Social & Family Affairs  
Grandon House  
Amiens Street  
Dublin 1

Date -----

Reference: PPS (PRSI) No. \_\_\_\_\_

Name \_\_\_\_\_

Dear Sir / Madam,

I would like to request a statement of my social insurance payments and/or credits as recorded at your office.

I would be grateful if you would explain the options I have, before retirement age, to secure a pensions payment.

Thanking you in anticipation of your help.

Yours sincerely,

Signature -----