**NAPO NPS OVERPAYMENTS QUESTIONNAIRE**

If you have been contacted by the NPS and/or SSCL and told they want to recover an overpayment please complete this form and return it to [info@napo.org.uk](mailto:info@napo.org.uk) marked **NPS OVERPAYMENT FORM**

**Name:**

**Workplace:**

**Grade / Job Role:**

**Date Overpayment request received:**

**Dates the overpayment allegedly arose:**

**How much is the alleged overpayment: £**

Briefly describe what they are saying to explain the overpayment and any relevant circumstances at the time (e.g. you had changed hours; were on maternity leave; were on long-term sick, etc) :

Were you aware of the possible overpayment at the time? YES / NO

If YES, briefly describe any communication / action at the time:

**Thank you.**