



Department  
for Work &  
Pensions



Commercial Directorate  
Department for Work and Pensions  
Finance Group  
1W Zone H 1<sup>st</sup> Floor Quarry House  
Leeds LS2 7UA

1 February 2021

The Shaw Trust Limited  
Third Floor  
10 Victoria Street  
Bristol  
BS1 6BN

### **CV04 Relief Expiry Date Amendment Notice**

Dear [REDACTED]

**Contract(s) (as amended) between the (1) Secretary of State for Work and Pensions (the “Authority”) and (2) The Shaw Trust Limited (the “Contractor”) set out at Schedule 1 (the “CV04 Contract(s))”**

1. The Authority wishes to provide notice to amend the Relief Expiry Date pursuant to the Contract(s) set out at Schedule 1.
2. Terms used but not otherwise defined in this letter have the same meaning as set out in the CV04 Contract(s) to which the term refers.

### **Background**

3. The purpose of this CV04 Relief Expiry Date Amendment Notice is to extend the length of CV04 in accordance with paragraph 18(ii) of CV04.
4. The CV04 Relief Expiry Date Amendment Notice shall be interpreted and construed so that it varies each Contract set out at Schedule 1.
5. The Contract(s) set out at Schedule 1, including any previous variations, will remain effective and unaltered.
6. The Authority hereby provides notice to the Contractor pursuant to paragraph 18(ii) of CV04 that the Relief Expiry Date is amended from 31 March 2021 to **23 October 2023**.

7. The CV04 Relief Expiry Date Amendment Notice shall not constitute a waiver of any right or remedy of the Authority or the Contractor arising before, during or after the CV04 Relief Expiry Date Amendment Notice, except to the extent set out in this CV04 Relief Expiry Date Amendment Notice.

Please confirm your acceptance of CV08 by countersigning this letter and returning a scanned copy via Jaggaer (DWP e-portal) messaging.

If you have any queries, please contact the team via Jaggaer.

Yours sincerely,

[REDACTED]  
Associate Commercial Specialist

We hereby acknowledge receipt and accept the terms of the CV04 Relief Expiry Date Amendment Notice.

Signed: \_\_\_\_\_

For and on behalf of the Contractor

Name:

Position:

Date:

**Schedule 1: Contract modified by the CV04 Relief Expiry Date Amendment Notice**

The CV04 Relief Expiry Date Amendment Notice applies to the following contract(s):

<b>Contract Type</b>	<b>Contract Reference</b>	<b>Contract Name/Description</b>	<b>Contract Start</b>
NEA: New Enterprise Allowance	ECM_4135	NEA2 - CPA 4 London and Home Counties 1	28-Mar-17
NEA: New Enterprise Allowance	ECM_4136	NEA2 - CPA 5 London and Home Counties 2	28-Mar-17
NEA: New Enterprise Allowance	ECM_4137	NEA2 - CPA 6 London and Home Counties 3	28-Mar-17