



Telephone: **0800 634 4862** Fax: 020 8711 2522 Email: info@pensionpractitioner.com www.pensionpractitioner.com
UK Administration Centre: Office 12, Venture Wales Building, Pentrebach, Merthyr Tydfil, CF48 4DR

Katie Gallagher
@sipp Administrator
@sipp Limited
6th Floor, Mercantile Building
53 Bothwell Street
Glasgow
G2 6TS

25th February 2019

Dear Katie,

Re: Mr S J Head & Mr J Bell
Altas Air Conditioning SSAS
Your ref: 4489 & 4490

Thank you for your letter and enclosures regarding the transfer of benefits of the above SSAS to a new SIPP.

As requested, enclosed is a copy of confirmation of the SSAS tax registration with HMRC

1. Current scheme details snapshot
2. Current administrator details snapshot
3. PSTR confirmation letter from HMRC

Enclosed are the latest set of pension scheme accounts for the year ending 05 April 2018. We are not party to any of the investments or the scheme bank account. We are provided the scheme accounts on a yearly basis, more recently from Paul Carroll at Burgoyne Carey Chartered Accountants. The assets listed are:

Property
Investments / Equities
Cash at bank
Connected party loan

The connected party loan is to Atlas Air Conditioning Limited and the amount outstanding as at 05 April 2018 was £17,142. We have not been provided with an update on this loan, but presumably this would need to be satisfied and the loan amount returned to the Scheme before wind up. As at the date of this letter, the floating charge remains outstanding on Companies House.



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You will need to speak with the Trustees and / or administrator regarding the in-specie transfer of the Property and of the investments. We are not party to these assets.

Once you have confirmed that the assets have been re-registered and transferred to the new SIPP and the scheme bank account closed, we can proceed with the wind-up of the Scheme.

We will send over shortly the wind-up documentation as follows:

Deed of Termination – to be signed by the Trustees

Deed of Removal of Practitioner – to be signed by the Trustees

Trustee Resolution outlining the decision to wind up – to be signed by the Trustees
(please provide a letter of instruction from the Trustees with a “Reason Why” or a copy of the advice letter regarding the transfer out and closure of the SSAS)

Our invoice for the wind-up

Once the signed documentation is received back and our invoice is settled we will submit an event report to HMRC to wind the scheme up. We will also contact The Pensions Regulator to update the change in status and the ICO.

We trust that this is satisfactory and if you have any further questions please do not hesitate to contact us.

Yours sincerely,

Esther Salmon

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