

Retirement Capital
Processing Centre
Venture Wales Building
Merthyr Tydfil Industrial Park
PENTREBACH
CF48 4DR

4 December 2019

Our Ref: 1S/0394/SSAS KVR 3/KVR/RL/NJS – Please quote this reference in any reply
Direct Line: 01722 443599
Email: ssas@rowanmoor.co.uk

Dear Sirs

Carolyn Executive Pension Scheme

Thank you for providing a certified copy of the Deed removing Rowanmoor Trustees Limited as Trustee. I enclose a letter for forwarding to the Trustees whereby Rowanmoor Executive Pensions Limited formally resign as Administrator and can confirm that we have now removed ourselves as Administrator on HM Revenue and Customs' online service.

I confirm that the Pension Scheme's Metro Bank accounts have been closed and the balances transferred to the new accounts as requested.

Please ensure that the assets of the Scheme are reregistered to remove Rowanmoor Trustees Limited as co-owner within three months from the date of the Deed. After this we will charge for any work in relation to the re-registration of the assets on a time spent basis with a minimum charge of £50 + VAT.

If you have any queries please contact me.

Yours faithfully



Katie Ross
Manager
Client Portfolio SSAS

Strictly Private and Confidential

The Trustees of the Carolyn Executive Pension Scheme
3 Brucefield Crescent
CLACKMANNAN
FK10 4DE

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Dear Sirs

Carolyn Executive Pension Scheme

Further to your decision to change Independent Trustee and Administrator to Cranfords Trustees Limited, Rowanmoor Executive Pensions Limited hereby resign as Administrator to the above Scheme with effect from 20 November 2019.

Yours faithfully



For and on behalf of
Rowanmoor Executive Pensions Limited