Robert Lawrence
Rowanmoor
Rowanmoor House|
46-50 Castle Street
Salisbury
SP1 3TS

Date: 27/08/2020

Dear Robert,

**Re: Clayton Ponting Executive Pension Scheme**

Further to our email correspondence, please find enclosed a certified copy of the Deed of Removal and Appointment relating to the above scheme.

The new appointed administrator is **RC Administration Limited**, scheme administrator ID: **A0151114**. Please kindly associate the new ID to the scheme and confirm once this has been done, so that we can accept the association.

The bank accounts held with HSBC will need to be closed and the balance transferred to the following account:

Allied Irish Bank (GB)

Account Name: Clayton Ponting Executive Pension Scheme

Account Number: 04690077

Sort Code: 23-83-96

We will require a copy of the account history for both HSBC accounts for the period 06 April 2019 up to account closure to be able to submit the next annual tax return that falls due.

With regards to the remaining assets, please provide a copy of the MetLife statement showing the account details. We will contact them to have their records updated. If there is a dedicated team or person looking after this account, I would appreciate if you could please share the contact details as this may expedite the re-registration process.

Mr Ponting will appoint a solicitor to re-register the properties held by the scheme

Please confirm if Mr Ponting’s benefits are fully crystallised and provide any documentation you may have confirming this i.e. BCE form, LTA Certificate.

Please confirm if the Pensions Regulator are aware of the change in scheme membership and have changed the scheme status to non-registrable. I would be grateful if you could provide the PSR number in case the scheme becomes registrable again in future.

Finally, please provide a copy of the initial trust deed establishing the scheme.

I look forward to hearing from you. Please feel free to provide the documents requested by email. My email address is georginam@retirement.capital.

Should you require anything further from us at this point, please do not hesitate to contact me.

Thank you for your assistance.

Yours sincerely

Georgina Martin
**For Retirement Capital**

georginam@retirement.capital