Transfer Out Section  
Sippcentre  
Trafford House  
Chester Road  
Manchester  
M32 0RS

**By First Class Recorded Delivery**

03 July 2014

Dear Sirs,

**Name: Mr Nicholas John Heales  
National Insurance Number: JE114116A  
Date of Birth: 20 November 1975  
Account Number: SCC226943**  
  
Please find enclosed an application to transfer benefits to a registered pension scheme for our mutual customer.  
  
I also enclose the following items which also meet the current industry initiative on external pension transfers to authorised registered schemes.

1. Letter from HMRC confirming that this scheme has been registered under the new registration process and has met the declarations required for pension registration. You will note from their letter that we undertook “*that we do not entitle either directly or indirectly to any unauthorised payments from the plan. Further, that the plan is not being administered in a way that knowingly entitles any person to unauthorised benefits”*.
2. Discharge and warranty forms.

These items fulfil the most current codes of practice also recommended by the Pensions Regulator and as such would you please settle this transfer payment.

Any cash element of the transfer payment should be made by **BACS** to the following account details:-

**Name of Bank: Church House Trust  
Account Name: DAI (UK) Pension Scheme  
Account Number: 33130364  
Sort Code: 60-95-31  
Reference: 3301-30364-9**

We confirm that we are a co-signatory to above account and the Trustees are unable to move any funds without our authority. This therefore protects the fund completely against any risks of pension liberation.

If you require any further documentation to be completed in order that the transfer can be concluded, please advise me accordingly.

Thank you in advance of your assistance

Yours faithfully

Brad Davis  
**For PensionPractitioner.com**

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