

Nigel Sloam & Co

Actuaries & Consultants



Our ref:

GY/gm

Your ref:

Dr S Hemingway
Freshfield Analysis Limited
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Knebworth
Herts
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London NW11 9PY
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27 November 2008

Dear Stephen

FRESHFIELD ANALYSIS PENSION SCHEME

Further to recent correspondence and communications, when you advised that you would like us to resign as the Independent Trustee to the scheme, I enclose herewith documentation as per your request. Please note that we will also need to resign as Scheme Administrator and following which you and your wife will have the full responsibility for the administration of the scheme and will be required to provide reports and returns to HMRC as and when they are due.

You also requested that you would like to consider drawing your tax free cash sum and pension from the scheme and my colleagues are arranging for the figures sum prepared and provided to you in this regard.

In the meantime I would be grateful if you would sign the enclosed documentation and return it to our offices.

I also enclose a note of our fees which takes into account all works to date and includes an item in respect of assessing your maximum benefits.

As per your request I enclose certified copies of the Trust Deed and Rules and other recent Deeds. Please let me know if you require anything further documentation or information before our files are sent to storage.

Yours sincerely

GUY YOUNG

Encls.

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VAT Number 350 6524 71

27 November 2008

Invoice

FRE003

Freshfield Analysis Pension Scheme

8011276

For professional services

£

Balance of Independent Trustee fees to December 2008

680.00

Preparation and submission of forms to The Pensions Regulator in connection with the above scheme and to include levy payments from 01 April 2007 to 31 March 2008 and to include the submission of online returns

130.00

Preparation of Deed of Retirement

250.00

Registering the change of scheme details with HMRC

200.00

For assessing maximum tax free cash and pension. To including preparing a valuation of the scheme

200.00

Total Net

1,460.00

Plus VAT at 17.5%

255.50

Total

1,715.50

This account is payable within 28 days of invoice date

With Compliments