



Stacy Lunnon <stacyl@pensionpractitioner.com>

Gilmartin Pension Fund - Additional Trustee/Member

Stacy Lunnon <stacyl@pensionpractitioner.com>
To: amanda loughney <amandaloughney@me.com>
Cc: P111pes <p111pes@aol.com>

6 February 2020 at 12:36

Hi Amanda,

Can I ask what relationship you have with the Trustees?

The invoice to add Daniel as a Trustee and Member has now been settled from the pension scheme account.

To proceed with the transfer, Aviva are asking for the following, please note my comments and requests in **bold**:

Policy: F46004/24676_Member: MR Daniel Loughney, Your Ref: Gilmartin Pension Fund

I refer to the recent transfer request that we received for the above policy. **Can you provide a copy of the transfer request documentation? Please confirm which pension scheme bank account details you used for the transfer, i.e. Investec or AIB. Can you confirm in what capacity you have told Aviva that we act in? We currently act as Practitioners to the Scheme administrator, who is Express Gas & Cryo Systems Ltd.**

Unfortunately, we cannot proceed with the members request at this time as we have not received all of our requirements to approve the transfer. We require the following documents from your company and member:

- Proof of earnings which shows association between the sponsoring company and the member (To be provided by the member) **Please supply proof of earnings**
- Trust Deed and Scheme Rules **We can send this to Aviva now that Daniel is a member**
- The Pensions Regulator (TPR) Confirmation if there are 2+ members in the scheme. **We can send this to Aviva**
- Financial Adviser confirmation details as per supplemental form the member has taken advice. (To be provided by the member) **Please supply financial adviser details. If Daniel has not had financial advice regarding the transfer, the transfer will not proceed. If you wish to speak to a financial adviser please let me know and I can send you some details from our panel.**

Upon receipt of the above we will put together a reply to Aviva to proceed with the transfer in for Daniel.

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