Scottish Widows  
Retirement Account Team 4  
PO Box 28090  
15 Dalkeith Road  
Edinburgh  
EH16 5UG

01/11/2021

Dear Sirs,

**Policy Number: 40809330  
Policyholder: Greg Ellis Thompson   
DOB: 24-06-1975  
NI Number: JC761213B**

Please find enclosed signed discharge forms for a transfer of the above policy to Greg Thompson Pension Scheme.

I also enclose the following documents to support the application:

- Copy of the HMRC tax registration letter  
- Copy of the Trust Deed establishing the scheme along with the governing rules.  
- Deed of appointment of participating employers to the scheme

The transfer should be made by BACS to the account details provided below:

Bank Name: Allied Irish Bank (GB)  
Account Name: Greg Thompson Pension Scheme  
Account Number: 04919088  
Sort Code: 23-83-96  
Ref: Greg Thompson SW Transfer

Should you require anything further to proceed with the transfer, please advise me accordingly.

Yours sincerely,

David Nicklin (CERT PFS)  
Director  
**For and in behalf of  
RC Administration Limited**info@rcadministration.com

Enc.