**Tanya Gibbs  
Rowanmoor Group  
Rowanmoor House  
46-50 Castle Street  
Salisbury  
SP1 3TS**

07 January 2016

Dear Tanya,

**Halfpenny and Spendloff Ltd Executive Pension Scheme**

Please find attached the new deed of Removal and Appointment of Trustee for you to sign.

I trust that you will now be able to proceed with the takeover of the scheme.

The scheme administrator ID and the new bank account details have already been supplied in our previous correspondence, however, if there is anything else you require, please do not hesitate to get in touch.

I would appreciate if you could kindly return the original Dolphin and Akbuk certificates to us and we will arrange for the assets to be re-registered.

Thank you for your assistance.

Yours sincerely

Georgina Stuliglowa   
**For Pension Practitioner .Com**

georginas@pensionpractitioner.com

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