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

23 September 2015

Dear Tanya,

**Halfpenny and Spendloff Ltd Executive Pension Scheme**

We write to advise you that we have been appointed to provide administration services for the above scheme.

I attach a certified copy of the Deed of Removal of Trustee for your records.

As the Managing Trustees have requested that Rowanmoor Trustees Limited be removed as the Independent Trustee, this will therefore remove any legal obligation from you in relation to Halfpenny and Spendloff Ltd Executive Pension Scheme.

Please kindly associate the new administrator to the scheme. The new Administrator ID is **A0130027** and the name of the Scheme Administrator is **Pension Practitioner.Com Limited**.

We are currently in the process of arranging a new pension scheme account for the scheme and will advise you of the details once the account has been opened.

I would appreciate if you could provide us with the details of any previous crystallisations, if applicable. Please also advise if the member has any Lifetime Allowance protection in place.

We have been advised that the scheme holds investments with Akbuk Resort Group and Dolphin Capital. I can confirm that we will arrange a re-registration of these assets.

Please feel free to contact me if you have any queries or require anything further.

Thank very much you for your assistance.

Yours sincerely

Georgina Stuliglowa  
**For Pension Practitioner .Com**

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