Transfer out Section  
Mercer Limited

4 Brindley Place

Birmingham

B1 2QJ

14 October 2013

Dear Sirs,

**Member: Mr Michael Richard Elvin Date of Birth: 26th October 1963  
National Insurance Number: NB718828D**  
**Reference Number: 8309620**

Please find enclosed your Discharge Forms duly completed and signed. I also enclose the HMRC Tax Registration Letter and the HMRC Registration Certificate.

The client is sending his original Birth Certificate to you directly under separate cover.

**The transfer payments should be made by BACS to the following account:-**

**Name of Bank: Church House Trust**

**Account Name: Hinsin Services Pension Scheme**

**Account Number: 33130265**

**Sort Code: 60-95-31**

**Reference: 3301-30265-7**

If you require any further documentation to be completed in order that the transfer can be concluded, please advise me accordingly.

Please acknowledge safe receipt and that the documentation is all in order.

Thank you for your assistance in this matter.

Yours faithfully

Brad Davis  
**For Pension Practitioner .Com**

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