Mr T Phillips

Rowanmoor

Rowanmoor House

46-50 Castle Street

Salisbury

SP1 3TS

20 March 2018

Dear Tyrone,

**Re: Pension Takeover – 1S/0929 JD Crouch Executive Pension Scheme**

I am writing to you further regarding our request to take over the above pension scheme.

We have drawn up the required Deed of Removal and Appointment of Trustee along with a letter from the client requesting the removal of Rowanmoor as the administrator. These are enclosed, and I would be grateful if you could arrange for the signing of the deed by Rowanmoor.

Please could you associate us online with HMRC using the following administrator ID: A0126204. When we have the signed deed back we will arrange for a certified copy to be sent to you and will also then advise of the new bank details for the transfer to be completed to.

We have spoken with Dolphin about the re-registration of the assets in the scheme and they have advised that they will complete this once they have sight of the transfer completion letter and fully signed takeover deed.

I trust this to be in order, however should you require any further information or have any questions, please do not hesitate to call 0844 410 0037 where a member of the SSAS team will be happy to help.

Yours sincerely,

***Paul Bennett***

***Senior Pension Administrator***