

**Standard Life House
30 Lothian Road
Edinburgh
EH1 2DH**

DATE: 22nd June 2023

Client name: **Javaria Sarmad**

Member No: **TM100182918**

Pension Company Policy/Plan Number: **The Deloitte Pension Plan**

To Whom it may concern,

Please find enclosed a completed application from Javaria Sarmad to transfer her pension out, together with the following documents:

1. Pension Transfer Out Form
2. Trust Deed
3. Scheme Rules
4. HMRC Screen shot
5. HMRC Tax Registration Letter
6. Metro Bank SSAS Account details
7. Metro Bank SSAS Statement
8. Authority Letter
9. Company contributions schedule Letter
10. Company Employment Letter
11. Payslips Jan, Feb & Mar 2023
12. Personal Bank Statements Jan-Apr 2023
13. Members Guide

I would be most grateful if you may process Javaria Sarmad's request at your earliest convenience. Should you require any further information, please do not hesitate to contact us.

Yours Sincerely



Lisa Welton
Scheme Administrator