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**Private and confidential**  
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23 July 2014

Dear Sirs

**Philips Pension Fund**  
**KE Town**

Thank you for your letter dated 11 July 2014, regarding a transfer of Miss Town's benefits.

While you have provided a copy of your letter from HMRC confirming the scheme's registration status, we need to request further confirmation of this from HMRC in line with our company procedure for transfers to newly registered schemes.

We also require Miss Town to complete and return a member consent form, which has been sent to her directly.

We will contact you regarding the transfer in due course, however should you have any questions, please contact us.

Yours faithfully



Louise Coe