1. Detailed transaction history on the pension scheme bank account – as BOS will not supply copies of the bank statements to me I rely on you to send me copies (the last I have is dated 17 Nov 2016!)you have all the copies which will show that no transactions have taken place in the year to December 2017

2. Asset values as at 05 April 2017, i.e. investments, property, shares, loans – I shall send the latest valuations I have in my next email.

3. Details of any assets purchased or disposed of during the period – there have been no purchases or disposals in the year

Any other information you feel may be beneficial in the process of us completing your scheme return will be greatly received, also if possible a brief email outlining any movements within the scheme during the period and any other documentation, statements or other attachments that you feel would be relevant in helping us to calculate and complete your pension scheme return as soon as possible - I don’t think that there are any other points I can make – its been a year of inactivity. I expect that Kaysted Ltd will make the royalty payment for the year to 2016 in a month or so (£38,733).

I trust that the above will help. Do we need to produce year end accounts in these circumstances?

Yours

Peter

Peter Stedman