

St James's Place  
Administration Centre  
PO Box 9034  
Chelmsford  
CM99 2XA

14/12/2020

Dear Sirs,

**Member Name: Michael Gerard Kneafsey**

**Retirement Account: RA07201189**

**DOB: 11-08-1968**

**NIN: NR011713A**

Please find enclosed a completed and signed application form for the transfer of the above policy to Kennedy Kneafsey SSAS (PSTR: 20002731RZ).

We also enclose the following documents for your records:

- Copy of the HMRC letter confirming successful registration of the scheme for tax relief and exemptions
- Copy of the Trust Deed and Rules governing the scheme

Once the transfer has been approved, please arrange for the transfer value to be paid by BACS to the following bank account details:

Allied Irish Bank (GB)  
Kennedy Kneafsey SSAS  
Account Number: 04919088  
Sort Code: 23-83-96

If you require anything further to be able to proceed with the transfer, please do not hesitate to contact me.

Yours faithfully

David Nicklin (CERT PFS)  
Director  
For and in behalf of  
RC Administration Limited  
Enc.