Carl Gynn & Sylvi Vaisanen

44 Acre Moss Lane

Kendal

Cumbria

LA9 5QE

5th August 2015

Dear Mr Glynn & Miss Vaisanen,

We believe it is necessary for us to explain our role in your pension scheme as a number of Charterhouse Wealth clients have contacted us for clarification.

Cranfords are a specialist SSAS Administration company. We deal with a large number of clients directly as well as through various Introducers and Financial Advisers.

We act as the Scheme Administrator for your pension scheme. The Finance Act 2004 introduced the role of “Scheme Administrator” in connection with the operation of UK pension schemes. This is a formal duty which must be carried out in addition to the usual day to day administration of a pension scheme. As Scheme Administrator we carry out all the administration functions for you to ensure that the formal duties are performed correctly and that the pension scheme (and yourself personally) do not incur tax charges by HMRC as a result of unauthorised payments.

We are an independent company and do not act as an outsource administration or compliance company for anyone.

I trust this is in order however if you require any further information then please do not hesitate to contact us directly on 0844 410 0037.

Yours sincerely,

***Andy Johnson***

***Senior Pension Administrator***