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Ronald Michael Sounders
& Caroline Wilde
26 Shotford Road
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IP20 9JN

13th August 2018

Dear Michael and Caroline,

Re: MMS Executive Pension Scheme

Following on from communications with your accountant, Nikki Spoor, we have drafted the documents to proceed with the takeover of your SSAS from Barnett Waddingham. Enclosed are the documents to proceed. The following documents should be signed where applicable (but not dated) and returned to us in the enclosed pre-paid envelope.

Trust Deed adopting replacement provisions
Deed of Removal
Administration Agreement (RSA)
Nomination of Beneficiary Forms x 2
Trustee Resolution for AIB as scheme bankers
Letter of Authority for RSA to act as scheme administrators

Once we receive the signed documents back, we will then write to Barnett Waddingham to proceed with the takeover.

If you have any questions please do not hesitate to contact either myself or Esther on the above number.

Yours sincerely,

Stacy Lunnon