

MEAD HOUSE LTD PENSION SCHEME

15 THE GLADE STORRINGTON WEST SUSSEX RH20 4GL

Tel: 01903 368571

email: jaykayworm@gmail.com

Mark Miserotti
Pension Practitioner
Daws House
33-35 Daws Lane
London
NW7 4SD

23 September 2011

Dear Mark,

I am returning the attached invoice as the transfer has not been completed, and we need to negotiate the credit you promised us, please advise your Accounts department.

I am returning said letter and invoice as it was received, all torn and tattered.

Please let us know in good time whether you need any other information to complete the 2010/2011 return.

Regards

A handwritten signature in blue ink, appearing to be 'John', written over the printed name 'John'.

John

Mead House Limited Pension Scheme
15 The Glade
Storrington
Pulborough
RH20 4GL

19 September 2011

Dear Sirs,

Invoice Number: 00806

Please find enclosed our invoice dated 18 September 2011.

Please arrange for the invoice to be settled as per our Terms of Business.

We are introducing the option for clients to settle their invoices by quarterly Direct Debit from this year. If you wish to take this up please return the enclosed Direct Debit Mandate, along with a cheque for £360.00 including VAT for the first quarter.

The consultant for your scheme will be in touch with you in order to furnish you with and talk through your annual report.

The Benefit Statements will be forwarded to you shortly.

If you have any questions regarding this, please contact the consultant for your scheme.

Thank you for your assistance.

Yours faithfully



Accounts Dept
For Pension Practitioner .Com

Enc

Pension Practitioner .Com Limited

Daws House
33-35 Daws Lane
Mill Hill
London
NW7 4SD

Telephone: 0800 634 4862
Fax: 0208 711 2522

INVOICE

INVOICE# INV-806

Bill To:

Mead House Limited Pension Scheme
15 The Glade
Storrington
RH20 4GL

DATE

18 Sep 2011

Item	Description	Amount
Pension Administration Services	Annual renewal for pension administration services to the Trustees for the period 11 January 2011 to 10 January 2012	1,200.00

Thank you for using our services

Sub Total: 1,200.00

VAT (20%): 240.00

Total: £1,440.00

Terms & Conditions

Payment to be received within 14 days of invoice date. Payments received after this period will be subject to a late interest charge of 5% of the value of the invoice for each calendar month thereafter. BACS:

Pension Practitioner .Com Limited
Barclays Bank plc
Acct No: 43486729
Sort Code: 20-06-75

Registered in England No: 6028668; VAT Reg No: 894312018



Instruction to your Bank or Building Society to pay by Direct Debit

Please fill in the whole form including official use box using a ball point pen and send it to:

Pension Practitioner .Com Limited
Daws House
33-35 Daws Lane
London
NW7 4SD

Service User Number (SUN)

2 5 0 0 9 9

Name(s) of Account Holder(s)

Form for Name(s) of Account Holder(s)

Bank/Building Society account number

Form for Bank/Building Society account number

Branch Sort Code

Form for Branch Sort Code

Name and full postal address of your Bank or Building Society

Form for Name and full postal address of your Bank or Building Society

Reference Number

Form for Reference Number

FOR OFFICIAL USE ONLY
This is not part of the instruction to your Bank or Building Society.
Important - Please complete these details:
Account Holder(s) Name & Address:
Name:
Address:
Postcode:
Email Address:

Instruction to your Bank or Building Society

Please pay PSL re Pension Practitioner.com Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with PSL re Pension Practitioner.com and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s)
Date

Banks and Building Societies may not accept Direct Debit Instructions from some types of account

This guarantee should be detached and retained by the Payer.

DD11

The Direct Debit Guarantee



- This Guarantee is offered by all Banks and Building Societies that take part in the Direct Debit Scheme. The efficiency and security of the Scheme is monitored and protected by your own Bank or Building Society.
- If the amounts to be paid or the payment dates change PSL re Pension Practitioner.com will notify you 5 working days in advance of your account being debited or as otherwise agreed.
- If an error is made by PSL re Pension Practitioner.com or your Bank or Building Society, you are guaranteed a full and immediate refund from your branch of the amount paid.
- You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Please also send a copy of your letter to us.