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Date: **24 August 2023**

Dear Sirs,

**Re: Transfer out into Nicola Steele Pension Scheme  
Your ref: 41418735**

Thank you for your letter dated 2nd August 2023 requesting additional information relating to my pension transfer. Please find my responses below:

* **Question 2**. I specialise in property investments and offer property related services through Gryffe Manor Property Group Limited. I participated in a training organised by Natasha Collins Real Estate Ltd. Please find below a link to their website:

<https://ncrealestate.co.uk/>.

I researched SASS providers and attended an event called SASS Scotland. So, I spoke with a consultant from RC Administration limited and other SASS providers thereafter.

Nicola Steele Pension Scheme was established at my request. I chose Retirement Capital as the provider as they were recommended to me by a number of people who have been using their services.

* **Question 5**. I was made aware that withdrawing funds from the scheme before the age of 55 is usually not permitted and would result in a tax charge of up to 55%.
* **Question 6.** I am looking to invest in commercial property and anticipate a minimum return of 8% per annum. Although this may not be guaranteed, based on my experience in this field, this is the return I would expect. No promises have been made to me as to what returns to expect on any potential investments.
* **Question 8.** I did speak to a financial advisor but have not received a regulated transfer advice. I understand that this is not required when transferring from a defined contribution scheme.
* **Question 10.** I did not receive any formal advice from an IFA. I have received a member guide from my SSAS provider which states what type of investments my SSAS can hold and what investments are not permitted. This has been attached for your records.
* **Question 15.** The scheme establishing documentation was provided to me at outset. The member guide was emailed to me once the scheme was tax registered.
* **Question 21**. As explained above, I would like the scheme to invest in commercial property. I expect investment yield of a minimum 8%.
* **Question 29.** I pay an annual management fee of £1,100 per annum.
* **Question 33.** I did speak with David Thompson following my conversation with Money Helper, but he did not provide me with regulated transfer advice. As I specifically wish to invest in commercial property his services may not be required.
* Please find attached
  + Payroll reference letter from my accountant
  + P60 2022/2023
  + Government tax income status
  + Annual payslip
  + June & July personal bank statements
* While Nicola Steele Pension Scheme has two appointed trustees, I am the only member and so it is a one member scheme. The registration with the Pensions Regulator is not required.

Additionally, please note that I had a pension safeguarding appointment with Money Helper and I have attached evidence of this.

Yours faithfully

Nicola Steele