

From: Nikita Pennell [<mailto:Nikita.Pennell@rowanmoor.co.uk>]

Sent: 05 January 2017 16:22

To: Adrian Shakespeare <adrian@wealthmasters.co.uk>

Subject: RE: Party At Peets SSAS

Dear Adrian

Further to your email below and our conversation earlier today, I can confirm that the Deed of Appointment dated 12 August 2016 (to appoint Michael Peet as a trustee) had been drafted with an incorrect clause. Clause 2.1.A should state the Definitive Deed date as 23 August 2013. There is no deed dated 20 July 2016, this is just the effective date that Michael Peet became a Member Trustee of the SSAS.

In summary, the only three Scheme Deeds are as follows:

- Interim Deed dated 23 August 2013 – establishes the SSAS;
- Deed of Appointment and Amendment dated 23 August 2013 – appoints Member Trustees and includes the governing Rules of the SSAS;
- Deed of Appointment dated 12 August 2016 – appoint Michael Peet as a Member Trustee to the Scheme.

In order to release scheme information to Pension Practitioner.com and to begin the formal handover of scheme administration, I will need a letter from Party At Peets Limited stating their intention to remove Rowanmoor as Scheme Administrator and Independent Trustee. The letter will need to be signed by the correct company signatories and show original signatures.

I hope the above is of assistance. Should you have any queries please contact me on the direct dial number below

Kind regards

Nikita Pennell

Client Portfolio Executive

SSAS Administration Department

Rowanmoor

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