Scottish Widows Limited  
PO Box 902  
15 Dalkeith Road  
Edinburgh  
EH16 5BU

27/07/2020

Dear Sirs,

Policy Numbers: 3962584 and 80564245  
Policyholder: Mr Paul Reynolds  
DOB: 04-02-1972  
NI Number: NX989128B

Please find enclosed signed discharge forms for the transfer of the above policies to Paul Reynolds SSAS.

I also enclose the following documents to support the application:

- Print out from HMRC online services confirming the PSTR number for the scheme  
- Copy of the Trust Deed establishing the scheme along with the rules governing the scheme.

The transfer should be made by BACS to the account details provided below:

Bank Name: Allied Irish Bank (GB)  
Account Name: Paul Reynolds SSAS  
Account Number: 04919088  
Sort Code: 23-83-96  
Ref: Paul Reynolds SW Transfer

Should you require anything further to proceed with the transfer, please advise me accordingly.

Yours faithfully

David Nicklin (CERT PFS)  
Director  
**For and in behalf of  
RC Administration Limited**info@rcadministration.com

Enc.