

Private & Confidential

Mr John Glen
Radiocontact Limited
Castlereagh Industrial Estate
Montgomery Road
Belfast
BT6 9HL

Date: 3 October 2011

Dear John,

Radiocontact Ltd SSAS

Please find enclosed your P60 for the previous tax year.

Your pension scheme has been registered for PAYE services and we will submit the PAYE returns on an ongoing basis following the end of the tax year.

You need to ensure that there are sufficient funds in the trustee pension account to meet these payments.

I confirm also that in accordance with our fee menu, the set up of PAYE amounts to £150 and this also applies in respect of the annual administration of PAYE. This will be collected through direct debit and VAT will be added to these payments. I enclose an invoice for this.

If you have any queries regarding the scheme please do not hesitate to get in touch.

Your sincerely

Gavin McCloskey
For Pension Practitioner .Com