James Hay  
Dunns House  
St Paul's Rd  
Salisbury  
SP2 7BF

Date: 12 August 2021

Dear Sirs,

**Member Name: Paul Charles Singleton   
Member Number: 33325  
DOB: 29/06/1954  
NIN: YX916289C**

Please find enclosed a completed and signed transfer discharge form for the transfer of the above member’s policy into Singleton Family SSAS.

Please find attached a copy of the Trust Deed and Rules for the receiving scheme and a print out from HMRC online system as evidence of scheme’s registration status.

We would appreciate if you could please provide contact details for the solicitor who will handle the re-registration process of the properties as we would like to provide some clarity to the solicitor acting for the receiving scheme with regards to his appointment.

Should you require any further information from us, please advise me accordingly. Any correspondence or further requirements can be sent to us by email to info@rcadministration.com.

Yours sincerely,

David Nicklin (CERT PFS)  
Director

For and in behalf of RC Administration Limited

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