



PHOENIX LIFE

Phoenix
PO Box 1243
Peterborough
PE2 2LD



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22 November 2023

Singleton Family SSAS
1 A Park Lane,
Poynton
Cheshire
SK1 21RD

Customer Helpline:

0345 788 3311

03 numbers cost no more than
national calls to 01 or 02 numbers.

Opening hours
Monday to Friday: 8:30am to 5:30pm

From outside the UK

+44 (0) 151 255 5177

Our Reference: 23778616

Dear Mrs Singleton

Transfer of pension benefits
Plan holder: Mrs Susan Singleton
Plan number: 0302937793/001

Thank you for your request to transfer the above plan to Singleton Family SSAS in respect of Mrs Susan Singleton.

Please note the following document were missing.
We enclose copies of the forms, to enable us to proceed further please complete and return to us.

- Bank details on letter headed paper

Please return the above requirements as soon as possible in order to avoid any further delays to the transfer.

If you have any questions, you can call our Customer Helpline or write to us if preferred. Our contact details and opening hours are shown at the top of this letter, together with the policy number and our reference details, which we will need you to provide when contacting us.

Yours faithfully

Milind Dhuru
Operations Director

If you would like this information in large print, in braille, or on audio CD, please call 0345 788 3311. If calling from outside the UK, please call +44 (0) 151 255 5177.