



Lisa Welton <lisa@retirement.capital>

Fwd: Pension Transfer out - U167557 / UP2156585 Susan Singleton - Singleton Family SSAS

1 message

Lisa Welton <lisa@retirement.capital>

7 August 2023 at 10:05

To: Louise Davies <louise@retirement.capital>

Cc: Georgina Martin <georginam@retirement.capital>

Good morning Louise

I hope this email finds you well. When you have a moment... please find attached the below listed documents. Please can you send them recorded post to the below address:

**Reassure Ltd Windsor House
Telford Centre,
Telford Shropshire
TF3 4NB**

1. Pension Transfer release Form policy UP2156585
2. Pension Transfer release Form policy U167557
3. Trust Deed
4. Scheme Rules
5. HMRC Tax Registration Letter
6. HMRC Screen shot
7. TPR Registration Certificate
8. ICO Certificate
9. Company Contribution Schedule
10. Company Employment Letter
11. Personal Bank Statement Mar-Jun 2023
12. 3 months Payslips
13. Authority Letter
14. SSAS Metro Statement
15. SSAS Metro Bank account details
16. Members Guide
17. Cover letter

I would be most grateful if you may process Mrs. Singleton's request at your earliest convenience. Should you require any further information, please do not hesitate to contact us.

Kind regards
Lisa Welton

RC Administration Limited

Phone: 0330 311 0839

1A Park Lane
Poynton
Cheshire
SK12 1RD

Company Number: 12409200

IMPORTANT - PLEASE NOTE The information transmitted is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. Any review, retransmission, dissemination or other use of or taking of any action in reliance upon this information by persons or entities other than the intended recipient is prohibited. If you received this in error please contact the sender and destroy this email.

20 attachments



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3K

Retirement
.Capital

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3K

- 14. Metro Bank SSAS Account Singleton family.pdf**
54K
- 16. Member Guide.pdf**
551K
- 12. SLS payslips May- July 2023.pdf**
425K
- 03. Signed - Trust Deed - 230517.pdf**
343K
- 05. 21.7.21 HMRC Practitioner Authorisation - Singleton Family SSAS.pdf**
272K
- 15. Metro Bank Account Details - Singleton Family SSAS.pdf**
214K
- 04. Scheme Rules.pdf**
173K
- 06. 04.08.23 HMRC Print Out - Singleton Family SSAS.pdf**
151K
- 09. Company contributions letter Susan Singleton.pdf**
141K
- 13. Letter of authority Reassure.pdf**
127K
- 07. TPR Details 200723.pdf**
124K
- 08. ICO Registration Certificate to Sep 2023.pdf**
95K
- 00. Transfer Cover Letter Reassure - Susan Singleton.pdf**
181K
- 10. Company employment letter susan singleton.pdf**
67K
- 02. Completed Reassure transfer release U167557.pdf**
1334K
- 01. Completed transfer release UP2156585.pdf**
1039K
- 11. SLS bank statements May - July 2023.pdf**
955K