

## Quilter Pension Transfer out Request - AC2122661-002 Nicola Harrington - Sixteen Retail SSAS

To ask@quilter.com Copy nicola@sixteenrealestate.com Blind copy lisa@retirement.capital

---

Dear Transfer team,

Client name: **Nicola Harrington**

Pension Company Policy/Plan Number: **AC2122661-002**

Please find enclosed a completed application from Nicola Harrington to transfer her pension out into a SSAS called "Sixteen Retail SSAS", together with the following documents:

1. Pension Transfer Out Form
2. Trust Deed
3. Scheme Rules
4. HMRC Tax Registration Letter
5. HMRC Screen shot
6. TPR Registration Certificate
7. ICO Certificate
8. Company Contribution Schedule
9. Company Employment Letter
10. Personal Bank Statement Nov, Dec 2023 & Jan 2024
11. 3 months Payslips Nov, Dec 2023 & Jan 2024
12. Authority Letter
13. SSAS Metro Statement
14. SSAS Metro Bank account details
15. Members Guide
16. Cover Letter

I would be most grateful if you may process Nicola Harrington'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.

---

- 13. Sixteen Metro SSAS statement.pdf (71 KB)
- 14. SIXTEEN RETAIL SSAS - Welcome Letter.pdf (863 KB)
- 15. Member Guide.pdf (754 KB)

- 00. Transfer Cover Letter - Nicola Harrington - Quilter.pdf (235 KB)
- 01. NH Quilter Discharge Mar24.pdf (2 MB)
- 02. Trust Deed - Sixteen Retail SSAS.pdf (55 KB)
- 03. Scheme Rules.pdf (183 KB)
- 04. HMRC Registration - Sixteen Retail SSAS.pdf (1 MB)
- 05. HMRC Screenshot 18.03.2024 Sixteen Retail SSAS - Managing pension schemes - GOV.UK.pdf (219 KB)
- 06. TPR registration\_Sixteen Retail SSAS.pdf (97 KB)
- 07. ICO Sixteen Retail SSAS Registration Certificate - ZB664682.pdf (251 KB)
- 08. NH Company Contributions signed 15.03.24.pdf (47 KB)
- 09. NH Employment signed Mar24.pdf (19 KB)
- 10. Nicola personal\_Statements nov dec jan.pdf (150 KB)
- 11. Payslip - Nicola Harrington - Nove Dec Jan 24.pdf (236 KB)
- 12. NH Quilter Authority Signed.pdf (12 KB)