

Thursday, 28 October 2021

PRIVATE & CONFIDENTIAL

Data Processing Centre
Retirement.Capital
Venture Wales Building
Merthyr Tydfyl Industrial Business Park
Merthyr Tydfyl
Wales
CF48 4DR

RE Additional Trustee – THE SMART FAMILY INVESTMENT COMPANY EXECUTIVE PENSION

Dear Sir or Madam

With reference to the above scheme, please find enclosed details of a new trustee and necessary documentation to add to the scheme following a regulation review completed by yourselves.

I would be grateful if you could invoice Stratford Collins Consultants for the associated works required to complete this process in line with your previously confirmed and agreed fees of £200 as we will be settling your fees.

Please also find attached a signed AIB payment instruction from our clients authorising payment of our invoice associated with our works and your fees in completing these requirements. I would be grateful if the payment instruction could be processed following the usual procedures at which point we will settle your corresponding invoice to us.

If I can be of any further assistance, please do not hesitate to contact me.

Yours faithfully



Adrian Shakespeare Dip PFS, Cert's CII (MP & ER)
Managing Director

THE SMART FAMILY INVESTMENT COMPANY EXECUTIVE PENSION

Additional Trustee 1:

Name:	SUZANNE THOMAS
Home Address:	ST CRISPIN, 8 EASTGATE, COWBRIDGE, VALE OF GLAMORGAN, CF71 7DG
Date of Birth:	07/07/72
Email address:	sue.thomas@uwclub.net

Additional Trustee 2:

Name:	
Home Address:	
Date of Birth:	
Email address:	

Additional Trustee 3:

Name:	
Home Address:	
Date of Birth:	
Email address:	

Signature:



Print Name:

RHODRI THOMAS

Date:

19/10/21

Invoice

Invoice Number: **4538**
Invoice Date: **28/10/2021**

Billing Address:

Company

Name

Address

Postcode

**The Smart Family Inv. Co.
Executive Pension**
St Crispin, 8 Eastgate
COWBRIDGE
Vale of Gmalorgan
CF71 7DG

Service Information:

Client	Fee Description	Amount Each	Total Amount
Smart Family Inv.Co.	Trustee Administrative Assistance		£350.00
		Subtotal:	£350.00
		:	
		Expenses:	
		Grand Total:	£350.00

Payment is required within 14 days of receipt of Invoice, a prepaid envelope is enclosed for your convenience.

Notes:

Bank Details:

Stratford Collins Consultants
Lloyds TSB, 18 Wyndham Street, Bridgend, CF31 1EQ
Account Number; 00422204
Sort Code;30-91-18

Stratford Collins Consultants Limited, PO BOX 83, Llantwit Major, Vale Of Glamorgan, CF71 9BT

Registered in England and Wales No. 5951675

Tel; 01446 500538
E-Mail; adrian@stratfordcollins.co.uk

Outward Payment Instruction

(Faster Payments & CHAPs)



Allied Irish Bank (GB)

V.A.M.

Registered Scheme Administrator

1. Customer details

Customer Name

SMART FAMILY INV CO

Account Number

0 4 9 1 9 0 8 8

2. Payment details

Payment Type

☒ Faster Payment (No Fee)

☐ CHAPs (£25.00 Fee)

☐ Account To Account Transfer

Amount (GBP)

3 5 0 0 0

Date To Process

Amount in Words

THREE HUNDRED AND FIFTY POUNDS

3. Beneficiary Information

Beneficiary Name

STRATFORD COLLINS CONSULTANTS

Beneficiary Sort Code

3 0 9 1 1 8

Beneficiary Account Number


0 0 4 2 2 2 0 4

Payment Reference (if applicable)

SMART TRUSTEE

4. Customer Signature

Authorised Signature


Date: 19/10/21

Authorised Signature

Date:

FOR INTERNAL USE ONLY



Input By:

Signature:

Date:

Authorised By:

Signature:

Date:
