

Hargreaves Lansdown,
1 College Square South,
Anchor Road,
Bristol,
BS1 5HL

18th January 2024

Client name: **Jacinta Yin**
Pension Company Policy/Client Number **3042238**

To Whom it may concern,

Please find enclosed a completed application from Jacinta Yin to transfer her pension out, into a SSAS called "The Yin Family 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 Oct, Nov & Dec 2023
11. 3 months Payslips Oct, Nov & Dec 2023
12. Authority Letter
13. SSAS Metro Statement
14. SSAS Metro Bank account details
15. Members Guide

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

Yours Sincerely



Lisa Welton
Scheme Administrator