



Brad Davis &lt;bradd@pensionpractitioner.com&gt;

## Universal Group Executive Pension Fund

11 messages

**Brad Davis** <bradd@pensionpractitioner.com>

15 November 2015 at 18:28

To: Mark Soper &lt;Mark@kentsoper.co.uk&gt;

Cc: Stacy Lunnon &lt;stacyl@pensionpractitioner.com&gt;, Tony McCartney &lt;tonym@pensionpractitioner.com&gt;

Hi Mark,

I refer to your e-mail correspondence with Stacy.

I will advise our Technical Department that Alan Bedford wishes to go into Flexible Drawdown from December.

In relation to the two new members that wish to join the pension scheme we will require the following information:-

Full Names  
Home Address  
Date of Birth  
National Insurance Numbers

We will also require a copy Passport and two forms of address ID for each Trustee - two of Driving Licence, Council Tax Bill, Bank Statement or Utility Bill (last three months) for our compliance with The Money Laundering Regulations.

I confirm that we will put both new Member Trustees on the same Deed and that this will be £250 plus VAT.

Many thanks

Kind regards  
Brad

Pension Practitioner.com  
Daws House  
33-35 Daws Lane  
London  
NW7 4SD

T: 0800 634 4862  
F: 020 8711 2522

UK Reg Co No: 6028668  
VAT Reg No: 894312018  
HMRC Practitioner Reg: 00005886

**Mark Soper** <Mark@kentsoper.co.uk>

16 November 2015 at 11:28

To: Brad Davis &lt;bradd@pensionpractitioner.com&gt;

Thanks Brad

Mark Soper A.C.I.I.

Kent Soper Life &amp; Pensions Ltd

20 Manor Courtyard

Hughenden Avenue

High Wycombe HP13 5RE

Tel 01494 715585

Fax 01494 714634

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**From:** Brad Davis [mailto:[bradd@pensionpractitioner.com](mailto:bradd@pensionpractitioner.com)]

**Sent:** 15 November 2015 17:29

**To:** Mark Soper <[Mark@kentsoper.co.uk](mailto:Mark@kentsoper.co.uk)>

**Cc:** Stacy Lunnon <[stacyl@pensionpractitioner.com](mailto:stacyl@pensionpractitioner.com)>; Tony McCartney <[tonym@pensionpractitioner.com](mailto:tonym@pensionpractitioner.com)>

**Subject:** Universal Group Executive Pension Fund

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**Mark Soper** <Mark@kentsoper.co.uk>

9 December 2015 at 16:38

To: Brad Davis &lt;bradd@pensionpractitioner.com&gt;

Cc: Stacy Lunnon &lt;stacyl@pensionpractitioner.com&gt;

Hi Brad

Can you just confirm if the id requirements are just for the 2 new entrants or for all the existing Trustees as well?

Thanks

Mark

Mark Soper A.C.I.I.

Kent Soper Life & Pensions Ltd

20 Manor Courtyard

Hughenden Avenue

High Wycombe HP13 5RE

Tel 01494 715585

Fax 01494 714634

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**From:** Brad Davis [mailto:[bradd@pensionpractitioner.com](mailto:bradd@pensionpractitioner.com)]

**Sent:** 15 November 2015 17:29

**To:** Mark Soper <[Mark@kentsoper.co.uk](mailto:Mark@kentsoper.co.uk)>

**Cc:** Stacy Lunnon <[stacyl@pensionpractitioner.com](mailto:stacyl@pensionpractitioner.com)>; Tony McCartney <[tonym@pensionpractitioner.com](mailto:tonym@pensionpractitioner.com)>

**Subject:** Universal Group Executive Pension Fund

Hi Mark,

[Quoted text hidden]

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**Brad Davis** <[bradd@pensionpractitioner.com](mailto:bradd@pensionpractitioner.com)>  
To: Mark Soper <[Mark@kentsoper.co.uk](mailto:Mark@kentsoper.co.uk)>  
Cc: Stacy Lunnon <[stacyl@pensionpractitioner.com](mailto:stacyl@pensionpractitioner.com)>

10 December 2015 at 01:57

Hi Mark,

For all of the Trustees please if we have not received this previously.

Many thanks

Kind regards

Brad

[Quoted text hidden]

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Pension Practitioner.com  
Daws House  
33-35 Daws Lane  
London  
NW7 4SD

T: 0800 634 4862

F: 020 8711 2522

UK Reg Co No: 6028668

VAT Reg No: 894312018

HMRC Practitioner Reg: 00005886

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**Mark Soper** <[Mark@kentsoper.co.uk](mailto:Mark@kentsoper.co.uk)>  
To: Brad Davis <[bradd@pensionpractitioner.com](mailto:bradd@pensionpractitioner.com)>

14 December 2015 at 11:04

Hi Brad

Sorry to bother you with this again but you can imagine what a pain it is to i.d. all the Trustees.

We do have copy passports and copy driving licences for all Trustees. Will these suffice or must we get latest utility bills too?

Kind regards

Mark

Mark Soper A.C.I.I.

Kent Soper Life & Pensions Ltd  
20 Manor Courtyard  
Hughenden Avenue  
High Wycombe HP13 5RE

Tel 01494 715585

Fax 01494 714634

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**From:** Brad Davis [mailto:[bradd@pensionpractitioner.com](mailto:bradd@pensionpractitioner.com)]  
**Sent:** 10 December 2015 00:57  
**To:** Mark Soper <[Mark@kentsoper.co.uk](mailto:Mark@kentsoper.co.uk)>  
**Cc:** Stacy Lunnon <[stacyl@pensionpractitioner.com](mailto:stacyl@pensionpractitioner.com)>  
**Subject:** Re: Universal Group Executive Pension Fund

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[Quoted text hidden]

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**Brad Davis** <[bradd@pensionpractitioner.com](mailto:bradd@pensionpractitioner.com)>  
To: Mark Soper <[Mark@kentsoper.co.uk](mailto:Mark@kentsoper.co.uk)>

14 December 2015 at 17:03

Hi Mark,

You will be pleased to hear that copy Passports and copy Driving Licences will be sufficient for our money laundering purposes!

Many thanks

Kind regards  
Brad

[Quoted text hidden]

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**Mark Soper** <[Mark@kentsoper.co.uk](mailto:Mark@kentsoper.co.uk)>  
To: Stacy Lunnon <[stacyl@pensionpractitioner.com](mailto:stacyl@pensionpractitioner.com)>  
Cc: Brad Davis <[bradd@pensionpractitioner.com](mailto:bradd@pensionpractitioner.com)>

Hi Stacy

In response to Brad's email I have attached all the outstanding requirements to add Kimberley Lombard and Melissa Holland to the SSAS.

I look forward to receiving the deed to complete plus your invoice asap.

Holland	Melissa	19-Oct-80				15 Park Avenue	Whitton	
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I hope you have a great Xmas

Kind regards

Mark

Mark Soper A.C.I.I.

Kent Soper Life & Pensions Ltd  
20 Manor Courtyard  
Hughenden Avenue  
High Wycombe HP13 5RE

Tel 01494 715585

Fax 01494 714634

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**From:** Brad Davis [mailto:[bradd@pensionpractitioner.com](mailto:bradd@pensionpractitioner.com)]

**Sent:** 15 November 2015 17:29

**To:** Mark Soper <[Mark@kentsoper.co.uk](mailto:Mark@kentsoper.co.uk)>

**Cc:** Stacy Lunnon <[stacyl@pensionpractitioner.com](mailto:stacyl@pensionpractitioner.com)>; Tony McCartney <[tonym@pensionpractitioner.com](mailto:tonym@pensionpractitioner.com)>

**Subject:** Universal Group Executive Pension Fund

Hi Mark,

[Quoted text hidden]

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#### 7 attachments



**K Lombard Passport.jpg**  
135K

Name:	Miss Kim ARBIE	Address:	31 Fieldhead Gardens
Date of Birth:	09/02/1963		REDHILL, KNO
Sex:	Female		British
National Insurance number:	23388578		SUB SWN

**Kim.details.PNG**  
5K

**K Lombard Statement\_Nov 2015.pdf**  
50K

**K Lombard\_Driving Licence.pdf**  
31K

**M Holland Card statement.pdf**  
413K

**M Holland\_Driving Licence.pdf**  
508K

**M Holland\_Passport.pdf**  
226K

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**Stacy Lunnon** <[stacyl@pensionpractitioner.com](mailto:stacyl@pensionpractitioner.com)>  
**To:** Brad Davis <[bradd@pensionpractitioner.com](mailto:bradd@pensionpractitioner.com)>

19 December 2015 at 18:38

----- Forwarded message -----

**From:** Mark Soper <[Mark@kentsoper.co.uk](mailto:Mark@kentsoper.co.uk)>

**Date:** 18 December 2015 at 13:46

**Subject:** FW: Universal Group Executive Pension Fund

**To:** Stacy Lunnon <[stacyl@pensionpractitioner.com](mailto:stacyl@pensionpractitioner.com)>

Hi Stacy

Here are the copy passports and driving licences for the Trustees.

These are required to add Melissa Holland and Kimberley Lombard to the Universal Group Pension Plan.

Kind regards

Mark

Mark Soper A.C.I.I.

Kent Soper Life & Pensions Ltd

20 Manor Courtyard

Hughenden Avenue

High Wycombe HP13 5RE

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Fax 01494 714634

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**From:** David Coates [mailto:[dcoates@5gcomms.com](mailto:dcoates@5gcomms.com)]  
**Sent:** 15 December 2015 10:09  
**To:** Mark Soper <[Mark@kentsoper.co.uk](mailto:Mark@kentsoper.co.uk)>  
**Subject:** RE: Universal Group Executive Pension Fund

Mark

Please find attached a compressed file containing all the existing Trustees, including Jean Witte, Driving Licence and Passport documents

regards

**David Coates**  
Strategic Development Manager  
5G Communications

Tel. 01494 833821 Out Of Hours. 01494 833833

[dcoates@5gcomms.com](mailto:dcoates@5gcomms.com) | [www.5gcomms.com](http://www.5gcomms.com)



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**From:** Mark Soper [mailto:[Mark@kentsoper.co.uk](mailto:Mark@kentsoper.co.uk)]  
**Sent:** 14 December 2015 16:38  
**To:** David Coates  
**Subject:** FW: Universal Group Executive Pension Fund

Hi David

This is good news. Let me know once you have copied and collated and I will pick them up from your office.

Best

Mark

Mark Soper A.C.I.I.

Kent Soper Life & Pensions Ltd  
20 Manor Courtyard  
Hughenden Avenue  
High Wycombe HP13 5RE

Tel 01494 715585

Fax 01494 714634

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**From:** Brad Davis [mailto:[bradd@pensionpractitioner.com](mailto:bradd@pensionpractitioner.com)]  
**Sent:** 14 December 2015 16:04  
**To:** Mark Soper <[Mark@kentsoper.co.uk](mailto:Mark@kentsoper.co.uk)>

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 **UGEPP Trustee docs Passport \_Driving\_Licence.zip**  
6548K


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**Brad Davis** <bradd@pensionpractitioner.com>  
To: Emily McAlister <emilym@pensionpractitioner.com>

20 December 2015 at 00:35

[Quoted text hidden]

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 **UGEPP Trustee docs Passport \_Driving\_Licence.zip**  
6548K

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**Emily McAlister** <emilym@pensionpractitioner.com>  
To: Brad Davis <bradd@pensionpractitioner.com>

4 January 2016 at 12:20

Hi Brad,

There are no details on the attachment for the two new members to be added: Melissa Holland and Kimberley Lombard

Em :-)

[Quoted text hidden]

--  
Kind Regards

Emily McAlister  
Administrator

Pension Practitioner.Com  
Daws House  
33-35 Daws Lane  
London  
NW7 4SD

T: 0800 634 4862  
F: 020 8711 2522

UK Reg Co No: 6028668  
VAT Reg No: 894312018  
HMRC Practitioner Reg: 00005886

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**Stacy Lunnon** <stacyl@pensionpractitioner.com>  
To: Brad Davis <bradd@pensionpractitioner.com>

Hi Brad,

Can you reply to Mark and let him know where this is at please?

----- Forwarded message -----  
From: **Mark Soper** <Mark@kentsoper.co.uk>  
Date: 11 April 2016 at 17:44  
Subject: FW: Universal Group Executive Pension Fund  
To: Stacy Lunnon <stacyl@pensionpractitioner.com>

Hi Stacy

I am meeting with Universal tomorrow and one of the topics is the addition of the above two members.

I cannot locate an email from you sending the deed that requires completion? Has this been done?

Kind regards

Mark

Mark Soper A.C.I.I.

Kent Soper Life & Pensions Ltd  
20 Manor Courtyard  
Hughenden Avenue  
High Wycombe HP13 5RE

Tel 01494 715585

Fax 01494 714634

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**From:** Mark Soper  
**Sent:** 18 December 2015 14:01  
**To:** 'Stacy Lunnon' <[stacyl@pensionpractitioner.com](mailto:stacyl@pensionpractitioner.com)>  
**Cc:** 'Brad Davis' <[bradd@pensionpractitioner.com](mailto:bradd@pensionpractitioner.com)>  
**Subject:** RE: Universal Group Executive Pension Fund

Hi Stacy

In response to Brad's email I have attached all the outstanding requirements to add Kimberley Lombard and Melissa Holland to the SSAS.

I look forward to receiving the deed to complete plus your invoice asap.

Holland	Melissa	19-Oct-80				15 Park Avenue	Whitton	
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I hope you have a great Xmas

Kind regards

Mark

Mark Soper A.C.I.I.

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20 Manor Courtyard  
Hughenden Avenue  
High Wycombe HP13 5RE

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**From:** Brad Davis [<mailto:bradd@pensionpractitioner.com>]  
**Sent:** 15 November 2015 17:29  
**To:** Mark Soper <[Mark@kentsoper.co.uk](mailto:Mark@kentsoper.co.uk)>  
**Cc:** Stacy Lunnon <[stacyl@pensionpractitioner.com](mailto:stacyl@pensionpractitioner.com)>; Tony McCartney <[tonym@pensionpractitioner.com](mailto:tonym@pensionpractitioner.com)>  
**Subject:** Universal Group Executive Pension Fund

Hi Mark,

[Quoted text hidden]

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Kind regards,  
Stacy Lunnon

Pension Practitioner .Com  
Daws House  
33-35 Daws Lane  
London  
NW7 4SD

T: 0800 634 4862  
F: 020 8711 2522

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**7 attachments**

**K Lombard Passport.jpg**  
135K

Name:	Mua Kim AB&e	Address:	31 Fieldstead Gardens
Date of Birth:	09/02/1963	Residence:	UK
Sex:	Female	Residence:	UK
National Insurance Number:	20 08 55 78	SSN:	SSN

**Kim.details.PNG**  
5K

**K Lombard Statement\_Nov 2015.pdf**  
50K

**K Lombard\_Driving Licence.pdf**  
31K

**M Holland Card statement.pdf**  
413K

**M Holland\_Driving Licence.pdf**  
508K

**M Holland\_Passport.pdf**  
226K