

# HIGH STREET SOLICITORS



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Cranfords Trustees Limited  
International House  
Constance Street  
London  
E16 2DQ

Our Ref: 101077/001  
Your Ref: TBC  
Please Ask For: Laura Andrews | 0151-243-6700 Ext 117

26th November 2020

**Client Name:** Miss Tamsin Macey  
**Address:** 108 Bradford Road, Weymouth, DT4 0DW  
**Date of Birth:** 29/04/1970  
**Pension Policy/Membership No:** Unknown

Dear Sirs

**Re: Miss Tamsin Macey**

We act on behalf of the above noted client. It is our understanding that you currently hold 'personal data' pertinent to our client, concerning our client's pension plan. It is our understanding that the pension was established in or around April 2016.

As such, our client has instructed us to request from you all 'personal data' you subsequently hold on your internal systems or paper files. We rely (amongst other things) upon the Data Protection Act 2018 ("the DPA 2018") and General Data Protection Regulations 2018 ("The GDPR 2018") in support of this request and enclose our client's signed Form of Authority for your records.

## Time Scales

In accordance with the provisions of the DPA 2018 and GDPR 2018 we require your compliance with this request for disclosure **within one month** of receipt of this letter.

## Failure to Disclose

If you are unable to disclose any personal data relevant to our client then we expect you to comply with s.45 (5) DPA 2018 and confirm in writing the reasons why you are unable to provide this information to us.

We must advise that your unreasonable refusal to supply copies of any personal data may result in a complaint being made to the Information Commissioner regarding your failure to comply with your obligations under the

Phone: 0151 243 6700

High Street Solicitors. Registered Office: 420 Cotton Exchange Old Hall Street Liverpool, L3 9LQ.  
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## Form of Authority

I authorise High Street Solicitors to act on my behalf. If deemed to be in my best interests I give High Street Solicitors full authority to refer my claim to any other third party, including but not limited to the Financial Ombudsman Service, and/or the Financial Services Compensation Scheme and/or one of its panel Solicitors. I am aware I could progress this matter personally, but I wish to instruct High Street Solicitors to pursue this investigation on my behalf.

I authorise the recipient of this form to retrieve all information and documents which my nominated advisor may reasonably request. This request is also made under Regulation 8 of The Financial Services (Distance Marketing) Regulations 2004 which provides that at any time during the contractual relationship, the consumer is entitled at request to receive the contractual terms and conditions on paper.

Our Reference Number: [Client Reference]

### Claimant's Personal Details

Client Name:

Miss Tamsin Macey



Current Address:

108 Bradford Road  
Weymouth  
DT4 0DW

Maiden name or any other previous name:

Date of Birth:

29th April 1970

Signed 	 <b>Secure Docs Signature</b>
Print	Miss Tamsin Macey
Date:	14 October 2020
Ref:	101077/001

Phone: 0151 243 6700

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