Dear Sir/Madam,

**Policy Number: AC2557378-002**

**Legal Name: Mr. Darren Owens**

Please find attached a fully completed and signed Transfer Out Form on behalf of Darren Ownes requesting a transfer of the above policy to a SSAS called Owens Family SSAS.

I attach a number of items to support this application which have been listed below for your convenience:

1. Pension Transfer Out Form

2. Signed Trust Deed and Scheme Rules

3. HMRC Screen shot

4. HMRC Tax Registration Letter

5. Metro Bank Scheme Statement

6. Metro Bank Scheme Bank Account Details

7. Company Letter confirming Participation & Employment

8. Company Letter confirming Registration & Contributions

9. Payslips 19 August - 28 October (password Silver123)

10. Bank statement

11. Authority Letter

12. Members Guide

13. Company Snap Shot SILVER CITY PROPERTY LTD

14. Pension Wise unique reference number: xxxxx

14. Cover letter

I would be most grateful if you may process Mr. Darren Owens request at your earliest

convenience.

Should you have any queries or require any additional information, please notify me accordingly.

Kind regards