

**True Potential
Gateway West,
Newburn Riverside,
Newcastle upon Tyne,
NE15 8NXIP**

6th September 2023

Client name : **William Holdsworth**
Pension Company Policy/Plan Number: **P0755-33498-00314**
Plan Number: **45835336R**

To Whom it may concern,

Please find enclosed a completed application from William Holdsworth to transfer his pension out, 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. Company Contribution Schedule
7. Company Employment Letter
8. Personal Bank Statement May, Jun, Jul 2023
9. 3 months company Pay Schedule May, Jun, Jul 2023
10. Authority Letter
11. SSAS Metro Statement
12. SSAS Metro Bank account details
13. Members Guide

I would be most grateful if you may process Mr Holdsworth'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