PP Pension practitioner

Telephone: **0800 634 4862** Fax: 020 8711 2522 Email: info@pensionpractitioner.com www.pensionpractitioner.com
UK Administration Centre: 48 Chorley New Road, Bolton BL1 4AP

Mr. Richard Wood
135 Trap Lane
Sheffield
South Yorkshire
S11 7RF

By 1st Class Recorded Post and Email: dhsavage@btopenworld.com

12th March 2018

Dear Richard,

Douglas H Savage Ltd 2014 Scheme

We write to advise you that we may be resigning as the Administrator of your scheme due to the fact that invoices have not been settled and would therefore wind up the scheme.
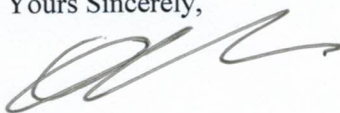
Please find enclosed Invoice No. 5028 to be settled at your earliest convenience.

We have not received any communication from you over the last few months and as we are not able to collect the fees we may take this action.

In relation to the outstanding fees, should the attached invoice not be settled in full within 14 days of the date of this letter, we will have no choice but to take further measures and resign.

If you prefer that we do not undertake this regrettable course of action then you must contact us immediately.

Yours Sincerely,

Accounts Dept
For Pension Practitioner

Enc

PP Pension
practitioner

INVOICE

Bill To

Douglas H Savage Ltd 2014 Scheme

The Trustees of
Douglas H Savage Ltd 2014 Scheme
Douglas H Savage Limited
Talbot Chambers
2-6 North Church Street
Sheffield
S1 2DH

Invoice#	INV-5028
Invoice Date	01 Mar 2018
Terms	Due end of the month
Due Date	31 Mar 2018

Item & Description	Qty	Amount
Pension Administration Services Annual renewal for pension administration services to the Trustees for the period 01 March 2018 to 28 February 2019	1	990.00

Thank you for using our services

Sub Total	990.00
Total	**£990.00**
Balance Due	**£990.00**

Terms & Conditions

Payment to be made on receipt of invoice

BACS:
Barclays Bank Plc
Account Name: Pension Practitioner

Sort Code: 20-45-45
Account Number: 23784606

Pension Practitioner is a trade style of The Practitioners Partnership LP
UK Address: 48 Chorley New Road, Bolton, BL1 4AP, United Kingdom
Registered Address: 1st Floor, World Trade Centre, Gibraltar. GX11 1AA
Registered in Gibraltar at Companies House No: 159