

Ms E McAlister
Retirement Capital
Processing Centre
Venture Wales Building
Merthyr Tydfil Industrial Park
PENTREBACH
CF48 4DR

16 December 2019

Our Ref: 1S/0370/SSAS KVR 3/KVR/RL/NJS – Please quote this reference in any reply
Direct Line: 01722 443 664
Email: ssas@rowanmoor.co.uk

Dear Ms McAlister

Emmaruthensor Executive Pension Scheme

Thank you for your letter dated 17 September 2019 requesting appointment of Cranfords Trustees Limited as the registered Scheme Administrator and Independent Trustee.

Prior to your request to take on administration of the scheme we have already completed a Deed of Appointment and Removal with Oakleaf Trustees Limited.

Due to this document we are no longer the legal administrators of the Scheme.

To complete the Deed of Appointment and Removal you will need to contact Oakleaf Trustees Limited, whose contact details are:

Nick Hodgson
Oakleaf Pensions Limited
6 Doolittle Mill
Froghall Road
AMPTHILL
MK45 2ND
Tel: 01525 408 129
Email: Nick@Oakleafpensions.co.uk

We are currently waiting for Oakleaf Trustees to confirm that, as per the completed Deed, that they are the scheme administrator on Pension Services Online. Once they have confirmed that they are the scheme administrator we will be sending them any money held on the Scheme Account.

If you have any queries please contact me.

Yours sincerely



Katie Ross
Manager
Client Portfolio SSAS