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Pension Practitioner  
48 Charley Road  
Bolton  
BL1 4AP

RECEIVED  
09 APR 2018

Date: 12th February 2018  
Our Ref: 130127/KB/SS

Dear Sirs,

**Client Name:** Mr Paul Stirland  
**Client Address:** 7 Field Close, Welton, LINCOLN, LN2 3TT  
**Date of Birth:** 06/02/1958  
**Scheme Name:** GC Decorators Yorkshire Ltd Pension Scheme

I am writing to make a **Data Subject Access Request** pursuant to section 7 of the Data Protection Act 1998 on behalf of my above named Client. I understand that you currently hold details of my client's personal and financial information within your internal record systems. For all accounts and associated accounts my client has held with your organization, please supply me with the following information:

1. Full copies of all contracts and related terms of business which you believe exist or have existed between **Mr Paul Stirland** and your organization, including true copies of any documents you hold in support of the same.
2. Full copies or transcripts of any correspondence in postal, email or any other format which you have entered into with any individual, organization or third party which contain **Mr Paul Stirland** personal or financial information, or which pertains to **Mr Paul Stirland**.
3. Full hard copy print outs of **Mr Paul Stirland** personal or financial information, held in a digital, magnetic or any other format which is held in any archives, backups or other storage devices / locations.
4. Confirmation of the original selling agent, address and SIB/FSA/FCA number
5. A copy of the investment application form
6. A full transaction history from inception to present showing all contributions, investments, withdrawals and transfers in specie
7. The current find & transfer value (including details of any penalty that may apply)
8. Details of any transfer-out admin fee or charges applicable

9. If the plan has been transferred to another provider, please provide the value & date of the transfer, name of receiving provider

**Please note, we require full disclosure of all information whether it be held electronically or in paper form. This includes information held on CD's or other devices.**

**Fee and Authorisation**

I enclose a cheque for £10.00 in respect of the maximum prescribed fee, together with a copy of the appropriate letter of authorisation.

I look forward to hearing from you in relation to the above within the statutory time limit of 40 days.

Yours faithfully,



**Kirsty Bennett**

**Kbennett@tlwsolicitors.co.uk**

**TLW Solicitors**

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**Enc: Form of Authority**  
**Cheque for £10.00**



#MMX79HEE

60-15-08

Newcastle City (A) Branch  
16 Northumberland Street Newcastle upon Tyne NE1 7EL

Date 06.04.2018

Pay <u>THE PENSION PRACTITIONER</u>	Account payee
<u>TEN POUNDS ONLY</u>	
National Westminster Bank Plc 100118	#MMX79HEE

£ 10 - 00

FOR AND ON BEHALF OF  
TLW LLP T/A TLW SOLICITORS OFFICE A/C

Cheque No

Branch Sort Code

Account No

⑈036219⑈ 60⑈1508⑈ 62568329⑈