

RC ADMINISTRATION LTD
1A PARK LANE
POYNTON CHESHIRE
SK12 1RD

Date of this letter
29 November 2021
Reference number
593055
Planholder
Mr Greg Thompson

Dear Sir or Madam

We're writing to you regarding the transfer paperwork received for Mr Greg

To ensure pension scams are not occurring we must carry out the relevant due diligence checks outlined by The Pensions Regulator.

To allow us to proceed with all the required due diligence checks we must have all of the following information returned for the receiving scheme:

- A copy of the HM Revenue & Customs (HMRC) pension schemes services (PSS) registration certificate.
- A copy of trust deed that establish the pension.
- A copy of the scheme rules.
- Confirmation the member/policyholder has earnings from an employer. Please confirm the name and address of their employer and provide copies of their last three payslips.
- Details of the investment provider.
- Copies of promotional material, emails or letters about the receiving scheme.
- Details of how the policy holder became aware of the receiving scheme and what information they have been told about it.

If you change your email or postal address, landline or mobile number, please let us know so that we can keep in contact with you.

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How to get in touch with us

If you have any questions or if there's anything we can do to help, please get in touch. Please have the policy number to hand when you contact us.

Post: Write to us at Prudential Customer Services, Lancing, BN15 8GB

Phone: 0345 070 3333 or +44 178 644 8844 if phoning from abroad. Our lines are open between 8am and 6pm, Monday to Friday.

Secure Message: Send us a secure email at www.pru.co.uk/prumail

Yours sincerely



Tracy Harris
Customer Service Director

These documents are available in other formats.

If you would like a Braille, large print or audio version of this document, please contact us.

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