Trustees of Halfpenny and Spendloff Ltd Executive Pension Scheme  
Halfpenny and Spendloff Ltd  
11 Ravenstone Drive  
Greetland  
Halifax  
HX4 8DU

Rowanmoor Trustees Limited  
Rowanmoor House  
46-50 Castle Street  
Salisbury  
SP1 3TS

07/09/2015

Dear Sirs,

Re: Halfpenny and Spendloff Ltd Executive Pension Scheme - 1S/0510/SOLO

Please accept this letter as a notice that we no longer wish to use your services as the Registered Administrator and would like you to retire as an Independent Trustee of the above scheme.

We have appointed Pension Practitioner .Com Limited to provide administration services to the trustees who will supply the Deeds to that effect.

Would you please provide them with such assistance as is necessary to effect the smooth transition of the scheme.

Thank you for your assistance.

Yours faithfully

Keith Scott Hatzer  
TRUSTEE