Friends Life Limited

PO Box 1550

Milford

Salisbury

SP1 2TW

By First Class Recorded Delivery

` 07 October 2014

Dear Sirs,

**Name: Mr Mark Noakes**

**National Insurance Number: NA244856D
Date of Birth: 23 August 1963**

**Policy Number: 591069976**

Please find enclosed a completed Supplemental transfer form for our mutual customer.

I also enclose the following items which you have requested.

1. HMRC Tax Registration letter confirming that this scheme has been registered under the new registration process and has met the declarations required for pension registration. You will note from the registration process we have undertaken “that we do not entitle either directly or indirectly to any unauthorised payments from the plan. Further, that the plan is not being administered in a way that knowingly entitles any person to unauthorised benefits”

2. The Trust Deed and Scheme Rules.

3. The Members Booklet and promotional material.

We can confirm that the receiving scheme is willing and able to accept the transfer payment.

These items fulfil the most current codes of practice also recommended by the Pensions Regulator and as such would you please settle this transfer payment.

The transfer payment should be made by **BACS** to the following account details:-

**Name of Bank: Metro Bank**

**Account Name: IPM Facilities Retirement Benefits Scheme**

**Account Number: 15078887**

**Sort Code: 23-05-80**

We confirm that we are a co-signatory to above account and the Trustees are unable to move any funds without our authority. This therefore protects the fund completely against any risks of pension liberation.

If you require any further documentation to be completed in order that the transfer can be concluded, please advise me accordingly.

Thank you in advance of your assistance

Yours faithfully

Gina Reidy

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