

Mr Kieran Cowell  
Skandia Life  
Skandia House  
Portland Terrace  
Southampton  
SO14 7AY

**By E-mail and First Class Recorded Delivery**

04 September 2013

Dear Kieran,

**Member: Mr Keith Trubshaw**  
**Date of birth: 18 October 1955**  
**National Insurance Number: YY766608B**  
**Client Reference Number: 1505570621**  
**Collective Retirement Account Number: 400056138**

I refer to your letter dated 03 September 2013.

Please find enclosed a certified copy of the Appointment of Administrator and Practitioner Deed. I also enclose print offs of the current scheme details and of the current Practitioner Overview dated today. Practitioner appointment confirmations from HMRC are only sent by letter on set ups. I have already sent to you the HMRC tax registration letter, the HMRC Practitioner Authorisation letter appointing us as the Practitioner and the HMRC Practitioner De-authorisation letter removing Pension SSAS Solutions Ltd from the scheme.

I have passed the details of your letter to the client who is not at all happy with the delay and will be contacting you directly in relation to this.

I trust that the transfer will now be completed without any further unnecessary delays.

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

**Name of Bank: Cater Allen**  
**Account Name: Keith Trubshaw SSAS**  
**Account Number: 55739969**  
**Sort Code: 16-57-10**

Yours faithfully



Brad Davis  
**For Pension Practitioner .Com**

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