

Standard Life
Standard Life House
30 Lothian Road
Edinburgh
EH1 2DH

05/11/2020

Dear Sirs,

Policy Number: H9804501664

Member Name: Stephen Alexander Kennedy

DOB: 17-02-1967

NI Number: NM752429C

Please find enclosed a completed and signed application form for the transfer of the above policy to Kennedy Kneafsey SSAS (PSTR: 20002731RZ).

We have enclosed a number of documents to support this application. These have been listed below for your convenience:

1. Copies of client's payslips and a copy of the latest P60.
2. A copy of the letter from HMRC confirming successful registration for tax relief and exemptions the Receiving Scheme's Pension Scheme Tax Reference (PSTR) number.
3. The Scheme's Trust Deed and Rules.
4. Deed of appointment of a participating employer to the scheme.
5. Confirmation of pension scheme account details consisting of the following:
 - Trustee resolution instructing Registered Scheme Administrator Limited to open and manage a pension scheme account for the scheme. This resolution lists the trustees, who are authorised to instruct the account administrator for authorised payments from the scheme account
 - A letter from the account administrator confirming opening of an account for Kennedy Kneafsey SSAS
 - Bank statement for the virtual scheme account in the name of Kennedy Kneafsey SSAS
 - Confirmation of the signatories to the master account.

I trust that you will find this compete. If you require anything further to be able to process this transfer, please do not hesitate to contact us.

Yours faithfully,

David Nicklin (CERT PFS)
Director

For and in behalf of
RC Administration Limited
info@rcadministration.com

Enc.