ReAssure Ltd  
PO Box 2820

Romford

Essex  
RM7 1GJ

Date: 26/10/2022

Dear Sirs,

**Policy Owner: Mr Phillip Christopher Mason  
Policy Number: P117162394  
DOB: 07/07/1964  
NIN: NE163968D**

Please find enclosed the completed transfer forms requesting a transfer of the above two policies to Mason Family Pension Scheme.

In addition I enclose a letter from HMRC as evidence that the receiving scheme is a registered scheme.

Should you require any additional information, please advise me accordingly. The request can be sent to us by email to info@rcadministration.com.

Yours faithfully,

Georgina Martin

**For and on behalf of   
RC Administration Limited**

[Info@rcadministration.com](mailto:Info@rcadministration.com)

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