Bob Levin
The Atrium

149 Portsmouth Road

Horndean

Waterlooville

PO8 9LG

Date: 19 August 2019

Dear Bob,

**Scheme Termination**

Please find enclosed an AIB instruction form for the transfer of your cash with AIB to St James’s Place. Once this is received back the instruction will be placed.

The most recent transactions are a dividend payment of £127.50 and a refund of £847.50, which means that the cash value of your account is £242,518.03 as of close of business today.

In addition to this cash you also have the following holdings since the tax return date of 5 April 2018 according to our records.

|  |
| --- |
| Meteor FTSE5 Quarterly income |
| Meteor FTSE Monthly Memory Inc |
| Soc Gen UK&US Step Down KO |
| Soc Gen UK&Euro Step Down KO |
| SVS Securities (Stockbroker account) |

As you are the trustee of the scheme, you will need to instruct these investment managers (if you have not done so already) to cash transfer these funds directly to SJP. Once these transfers have been completed, the pension scheme will need to be wound up via a deed of termination with an event report submitted to HMRC.You can of course continue to hold these investments in your SSAS if you wish to continue with your scheme.

If you decide to transfer these holdings, then the scheme will need to be wound up and you will need to complete a deed of termination and reporting. I am happy to carry out the event reporting and return needed, but the deed of termination is not covered by your annual administration charge. You may therefore wish to use another firm to provide this. Please let me know how you wish to proceed.

Yours sincerely

Gavin McCloskey

**For Pension Practitioner**