



Brad Davies  
Pension Practitioner.com  
Daws House  
33-35 Daws Lane  
London  
NW7 4SD

28 January 2015

Dear Brad

## Pension Transfer

Thank you for your request to transfer Mr Wormull's pension benefits to the The Meadhouse Ltd Pension Scheme.

In line with guidance received across the industry from Her Majesty's Revenue and Customs (HMRC) and The Pension Regulator (TPR), we have introduced extra due diligence procedures to our transfer process. This is to ensure we are acting in the best interests of our plan holders by transferring their pension benefits only to fully registered schemes and that the proposed transfer will be used for the sole purpose of providing authorised pension benefits on retirement.

Therefore, to enable us to assess your request, please send a copy of the establishing scheme documentation such as Trust and Rules, to the address at the bottom of this letter.

## We're here to help

If you have any questions about this, please call me on **0845 302 3967**.

Yours sincerely

Nicola Oldale  
Customer Adviser

## Any questions?

You can contact us on:

**Tel: 0845 302 3967**

**Fax: 01603 878725**

We are open 9am to 5pm  
Monday to Friday

We may record or monitor your call

Visit our website at  
**aviva.co.uk**

Plan number  
**8173011UD**

Plan holder  
**Mr Stephen Peter Wormull**