



Registered Scheme Administrator Limited
Venture Wales, Pentrebach, Merthyr Tydfil, CF48 4DR
Telephone: 0121 769 0041
E-mail: info@registeredSchemeAdministrator.co.uk

Patrick Varley
1 Churchill Walk
Goole
East Yorkshire
DN14 6HH

02/08/2024

Dear Patrick,

Re: Wind up of P Varley Limited Pension Scheme

We write to you in relation to the telephone conversation that you had with David regarding the documents that we need you to sign and the fact that you do not seem to be receiving our emails.

Please find enclosed 2 documents that require your signature. Please have them signed where required and return them to us either by post or by email to info@registeredSchemeAdministrator.co.uk. Please note that the letter instruction to Bath Building Society will need to be dated. The return address is:

Registered Scheme Administrator Limited
Office 12
Venture Wales Building
Pentrebach
Merthyr Tydfil
Wales
CF48 4DR

When returning the signed forms please also provide the following items that are required by the bank:

- copy of your passport
- up to date proof of address (i.e. driving licence, recent utility bill, council tax bill)

Should you have any queries, please do not hesitate to contact us.

Yours faithfully,

Administration Team
For and on behalf of
Registered Scheme Administrator Limited