



HM Revenue & Customs

Pension Practitioner.Com
Stephanie Stratton
Daws House
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NW7 4SD

Pension Schemes Services

Fitz Roy House
Castle Meadow Road
Nottingham
NG2 1BD

Phone

Monday to Friday 9.00am to 5.00pm

Fax 03000 564567

Web www.gov.uk

Date 4 February 2015
Our ref RAS/New/DLB

Dear Ms Stratton

Priory Gate SSAS – PSTR 00775566RG

Thank you for your letter and Trustee Resolution regarding this pension scheme.

I am returning this to you as I am unable to process it. This is because your application for a Relief At Source reference number for this scheme is incomplete.

If you wish to apply for a Relief At Source reference number, you will need to submit the following documents:

- Form APSS103 (or apply online if you wish)
- Original bank documents showing the bank account you wish to use for Relief At Source (this can be a paying-in slip, a statement or a letter from the bank, but must not be a photocopy)
- An original Trustee Resolution
- A separate list of original authorised signatories for the scheme.

Please send your completed application to the address shown at the top of this letter.

If you contact us, we can deal with you more quickly if you quote our reference number and provide a daytime phone number.

Yours sincerely



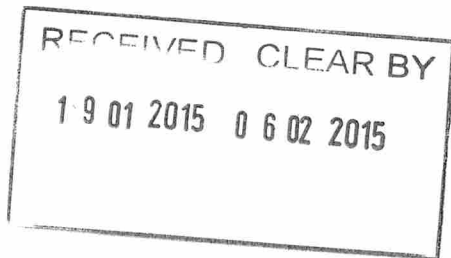
D Bass
Administration Officer

Information is available in large print, audio and Braille formats.
Text Relay service prefix number – 18001





Telephone: **0800 634 4862** Fax: 020 8711 2522 Email: info@pensionpractitioner.com www.pensionpractitioner.com
Daws House 33-35 Daws Lane London NW7 4SD



With compliments

Trustee Resolution

At a meeting of the trustees of the Priory Gate SSAS held on the 16th December 2014, it was resolved that:

The Trustees wish to establish relief at source for this scheme and the authorised signatories will be:

Signed (Signatory 1)



.....
Pension Practitioner.com

Signed (Signatory 2)



.....
Anne marie Curran



.....

Anne Marie Curran

(Trustee)



Telephone: **0800 634 4862** Fax: 020 8711 2522 Email: info@pensionpractitioner.com www.pensionpractitioner.com

To whom it may concern,

Priory Gate SSAS

PSTR No: 00775566RG

Please find enclosed Trustee Resolution appointing Pensionpractitioner.com as authorised signatories for the above scheme.

If you could forward the IRS number to my email

stephanies@pensionpractitioner.com

Kind Regards

Stephanie Stratton

A handwritten signature in black ink, appearing to be 'Stephanie Stratton', written over a horizontal line.