

Trustees of the
R T Quaife Engineering Ltd Small Self Administered Scheme
Vestry Road
Otford
Sevenoaks
Kent
TN14 5EL

Rowanmoor Trustees Limited
Rowanmoor House
46-50 Castle Street
Salisbury
SP1 3TS

19 June 2012

Dear Sirs,

Re: R T Quaife Engineering Ltd Small Self Administered Scheme

Please accept this letter as notice that we have appointed Pension Practitioner .Com Limited to provide administration services to the trustees.

Would you please provide them with such assistance as is necessary to effect the smooth transition of the scheme.

Thank you for your assistance.

Yours faithfully



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Michael Quaife
TRUSTEE



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Sharon Quaife-Hobbs
TRUSTEE