



Rowanmoor House • 46-50 Castle Street • Salisbury SP1 3TS  
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With compliments

Rowanmoor Pensions is a trading name of Rowanmoor Group plc. Registered in England (No. 5792242). Registered office as above.

Mrs S Quaife- Hobbs  
R T Quaife Engineering Ltd  
C/o GSI Wealth Management  
1 Churchill Court  
Horton's Way  
WESTERHAM  
TN16 1BT

27 September 2012

Our Ref: 17/9018/SSAS5/LAH/JAK/CW – please quote this reference in any reply  
Direct Dial: 08445 440 611

Dear Mrs Quaife- Hobbs

**R T Quaife Engineering Ltd Small Self Administered Scheme**

I refer to my letter of 16 August 2012 regarding the removal of Rowanmoor Trustees Limited as Independent Trustee and Rowanmoor Group plc as Scheme Administrator and the appointment of Pension Practitioner.com. We have been advised by Pension Practitioner.com of the new Scheme Administrator ID and we have therefore associated R T Quaife Engineering Ltd online.

I note, however, that we have yet to be advised of a new Pension Scheme bank account in order to transfer funds from the Royal Bank of Scotland account or confirmation that arrangements have been made for the other assets of the Pension Scheme to be re-registered.

I look forward to receiving this outstanding information along with settlement of our outstanding invoices as soon as possible.

Thank you for your assistance.

Yours sincerely



**Julie King (Mrs)**  
**Team Manager, SSAS Department**

Copy Bob Battersby – Consultant  
Pension Practitioner.com

GSI Wealth Management  
1 Churchill Court  
Horton's Way  
WESTERHAM  
TN16 1BT

6 November 2012

Our Ref: 17/9018/SSAS5/LAH/EP – Please quote this reference in any reply  
Direct Dial: 08445 440 782

Dear Sirs

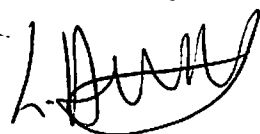
**RT Quaife Engineering Ltd Small Self Administered Scheme**

Further to my colleague Julie King's letter dated 27 September 2012 (copy enclosed for your reference), I note that we have not received a response.

As you are aware, we are co-signatory to the Royal Bank of Scotland account and therefore it needs to be closed as soon as possible. Please give this matter and the other issues raised your urgent attention.

Thank you for your assistance and I look forward to hearing from you shortly. Should you have any queries, please do not hesitate to contact me on the above direct dial number.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Lydia Hunt', with a large, sweeping flourish at the end.

**Lydia Hunt**  
**SSAS Administration Department**

Enc

cc Bob Battersby – Rowanmoor Consultancy Limited  
Pension Practitioner.com