

Quilter
PO BOX 10994
Wigston
LE18 9JB

18th March 2024

Client name: **Nicola Harrington**
Pension Company Policy/Plan Number: **AC2122661-002**

To Whom it may concern,

Please find enclosed a completed application from Nicola Harrington to transfer her pension out into a SSAS called "Sixteen Retail SSAS", together with the following documents:

1. Pension Transfer Out Form
2. Trust Deed
3. Scheme Rules
4. HMRC Tax Registration Letter
5. HMRC Screen shot
6. TPR Registration Certificate
7. ICO Certificate
8. Company Contribution Schedule
9. Company Employment Letter
10. Personal Bank Statement Nov, Dec 2023 & Jan 2024
11. 3 months Payslips Nov, Dec 2023 & Jan 2024
12. Authority Letter
13. SSAS Metro Statement
14. SSAS Metro Bank account details
15. Members Guide

I would be most grateful if you may process Nicola Harrington's request at your earliest convenience. Should you require any further information, please do not hesitate to contact us.

Yours Sincerely



Lisa Welton
Scheme Administrator