

Dated 31.10.2012

**Susan Baxter SSAS (the 'Scheme'): Appointment of Administrator and Practitioner**

**Parties**

1. **Susan Baxter** ("The Trustees") of 84 Godfrey Way, Dunmow, Essex, CM6 2SE
2. **Pension Practitioner .Com Limited** ("the Pension Practitioner") of Daws House, 33-35 Daws Lane, London NW7 4SD
3. **S Baxter Cleaning Services Ltd** ("The Administrator") of 84 Godfrey Way, Dunmow, Essex, CM6 2SE

**Introduction**

(A)The General Trustees are the present trustees of the Scheme (the 'Trustees').

(B)All of the General Trustees are resident in the United Kingdom.

**Operative Provisions**

- 1 In accordance with section 611AA of the Income & Corporation Taxes Act 1988 the Trustees appoint the Administrator to be the administrator of the scheme for the purposes of (and to be responsible for the discharge of all duties relating to the Scheme which are imposed on the administrator under) Chapter I of Part XIV of that Act.
- 2 The Administrator accepts such appointment for the purposes of Part 4 of the Finance Act 2004.
- 3 The General Trustees, and the Administrator (in acting in their capacities), appoint the Pension Practitioner as their agent and to act as practitioner on their behalf, in connection with any matters within the responsibility of HMRC and to view information held on the HMRC Pension Scheme Service in relation to the Scheme, and to do any other thing whatsoever in connection with or incidental to:
  - 3.1 (in respect of any period up to and including 5<sup>th</sup> April 2006) the discharge of all duties relating to the Scheme which are imposed on them as administrator and/or maintenance of the approval of the Scheme under Chapter I of Part XIV of the Income & Corporation Taxes Act 1988;
  - 3.2 (in respect of any period from and including 6<sup>th</sup> April 2006) the discharge of all duties relating to the Scheme which are imposed on the scheme administrator and/or the maintenance of the registered status of the Scheme under Part 4 of the Finance Act 2004.
- 4 The provisions of this appointment have effect on and from its date.

SIGNED as a deed, and delivered when dated,  
by Pension Practitioner .Com Limited  
acting by

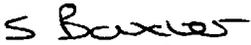
Authorised Signatory :

Name : Brad Davis

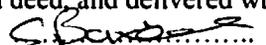
Authorised Signatory :

Name : Miri Azizi

SIGNED as a deed, and delivered when dated,  
by S Baxter Cleaning Services Ltd acting by

Director      Signature:   
Name : SUSAN BAXTER

Witness      Signature:   
Name : JAMES HARRIS  
Address : 12 TALLON RD  
            BRONTWOOD  
            CM13 1TF

SIGNED as a deed, and delivered when dated,  
by  (signature)

Susan Baxter in the presence of:

Witness      Signature :  
Name : JAMES HARRIS  
Address : 12 TALLON RD  
            BRONTWOOD  
            CM13 1TF