**Private & Confidential**

Mr Glenn Brooks

2 Orchid Close

Swindon

Wiltshire

SN25 3ST

15th December 2015

Dear Mr Brooks,

**Scheme Name: The GBC Pension Scheme**

**Member Name: Glenn Brooks**

As part of our administration service we provide you with an Annual Review of your scheme each year as at the scheme anniversary date. The anniversary date for your schemeis **5th December**.

**Your Valuation**

The value of your scheme and your holding within the scheme as at this date are as follows:

|  |  |  |
| --- | --- | --- |
|  | **Takeover/Transfers Received** | **5th December 2015** |
| **Total Scheme Value:** | £353,798.84 | £201,242.92 |
| Number of Scheme Members | 1 | 1 |
| **Scheme Value attributable to you** | £353,798.84 | £201.242.92 |
| Your share of the Scheme | 100% | 100% |

**Investment Summary**

Please find below an Investment Summary which shows the Assets and Liabilities held by your Scheme. Please note that for assets which are illiquid we have used the original purchase price.

|  |  |  |
| --- | --- | --- |
|  | **Transfers Received** | **5th December 2015** |
| **Scheme Bank Account** | £353,798.84 | £1,242.92 |
| **Property** | £0.00 | £200,000.00 |

**When you retire**

To give you an idea of what your fund value might be worth when you come to retire we have provided some projections on the assumption that you were to retire at age 70 and to continue contributing at your current rate. Please note that this is only a rough estimation and does not take into account any fees due from the scheme.

|  |  |  |  |
| --- | --- | --- | --- |
|  | If investments were to grow at 2% | If investments were to grow at 5% | If investments were to grow at 8% |
| Current Contributions | **£0.00** |  | **£0.00** | **£0.00** |
| At Age 70 | **£245,018.00** | **£327,408.00** | **£433,944.00** |

Please find enclosed your annual administration invoice for the next years services. The fee has been taken directly from your scheme so no action is required.

I have enclosed a copy of our latest Key Features & Member Booklet for your information and to give you an idea of the rules relating to your scheme.

I trust that you have been pleased with the Scheme Administration service offered by Cranfords, but if you do feel that there are any areas that we could improve on then please do not hesitate to contact us.

Yours Sincerely,

***Cranfords***