

Cranfords
1 The Pavilions
Cranford Drive
Knutsford Business Park
Knutsford
Cheshire
WA16 8ZR

18 September 2015

Dear Sir/Madam

RE: GLENN BROOKS – GBC PENSION SCHEME

With reference to the above client/s please find the following enclosed:-

- Invoice

If you have any questions please do not hesitate to contact the office.

Yours faithfully

A handwritten signature in blue ink, appearing to read "Melanie Winter".

Melanie Winter
Senior Client Servicing

Cranfords
1 The Pavilions
Cranford Drive
Knutsford Business Park
Knutsford
Cheshire
WA16 8ZR

14 September 2015

To Whom It May Concern,

RE: GBC PENSION SCHEME

Please accept this letter to pay Sequence Financial Management £525.00 as per the invoice issued to you. This fee relates to work and administration that they have carried out in removing Dentons and establishing Cranfords as the new scheme administrator for the GBC Pension Scheme.

If you have any queries or require any further information then please contact my financial adviser, Robert Colin, immediately.

Please confirm in writing to both myself and Sequence Financial Management Ltd at your earliest convenience that the above request has been actioned.

Yours faithfully,



Glenn Brooks



SEQUENCE

FINANCIAL MANAGEMENT

Cranfords
GBC Pension Scheme
Unit 2, The Pavilions
Cranford Drive, Knutsford
Cheshire
WA16 8ZR

INVOICE

Page 1

Invoice No	905
Invoice Date	14/09/2015
Account Ref	CRANFORD

Quantity	Description	Unit Price	Net Amt	VAT %	VAT
1.00	For work & Administration related to replacing Dentons with Cranfords as the new scheme administrator for the GBC Scheme	525.00	525.00	0.00	0.00



Please arrange for payment to be made by cheque or bank transfer strictly within 30 days.

Sequence Financial Management
HSBC Bank PLC
Account Number: 81632299
Sort Code: 40-08-22

Total Net Amount	£	525.00
Carriage Net	£	0.00
Total Tax Amount	£	0.00
Invoice Total	£	525.00

Sequence Financial Management Limited

Unit 2, The Pavilions, Cranford Drive, Knutsford Business Park, Knutsford, Cheshire, WA16 8ZR

e: frontdesk@sequencefm.co.uk **t:** 0845 643 2633 **f:** 0161 332 6283

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