Private and Confidential

Mr Victor H. Johnson

The Victor Johnson SSAS

Cefn Golau Park

Cefn Stylle Road

Gowerton

Swansea

SA4 3QX

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By post and email: victorjohnson@hotmail.com

Dear Victor,

**Re: Pension Scheme Review for “The Victor Johnson SSAS”**

The 2018 pension scheme return to HMRC is now due and we do not have enough information to submit the return on behalf of you as the Trustee.

Can you please provide us with the following:

1. Bank statements for the pension scheme account (Handelsbanken)
2. Asset valuations as at 05 April 2018
3. Mortgage / Loans outstanding as at 05 April 2018

Your annual administration invoice is outstanding and we kindly ask that you settle this as soon as possible to avoid any delays in our reporting to HMRC and the Pensions Regulator. Invoice 4880 enclosed.

If you have any questions please do not hesitate to call me.

Yours sincerely,

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Stacy Lunnon

SSAS Consultant

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