

Private & Confidential
PensionPractitioner.COM
Daws House
33-35 Daws Lane
London
NW7 4SD

13 May 2016

Dear Sir

Individual Pension Plan Number: 5240658G - S Milliner

We have received Miss Milliner's request to transfer their policy to the Flutterbye Enterprise Exec Pension.

As you will appreciate we are committed to tackling pension scams and educating customers to the risks of these. As a provider we are under a duty to establish that our customer has a statutory right to transfer to the Flutterbye Enterprise Exec Pension and that the transfer will represent an authorised transfer. Before we can proceed with the transfer request we require the following information please:

1. Copy of the scheme's full trust deed and rules;
2. Evidence that the scheme is currently a registered pension scheme, including HMRC confirmation of the scheme's tax reference number;
3. Evidence of the scheme's registration with the Pensions Regulator, if applicable;
4. If you, as scheme administrator, are registered as a data controller with the Information Commissioner's Office, evidence of that registration; and
5. Although not a legal requirement, please confirm whether the employer of the Flutterbye Enterprise Exec Pension is an active employer and members invited to join the scheme are employees of the said employer. Furthermore HMRC state that they reserve the right to retrospectively deregister schemes where no genuine employer existed when the scheme was registered. Please confirm the nature of the business and employment that the sponsoring employer is engaged in, and details of premises where this takes place.

We appreciate your co-operation and trust you will understand the reasons for this request.
Yours sincerely

Clerical Medical, PO Box 28121, 15 Dalkeith Road, Edinburgh, EH16 9AS
Telephone 0345 7883333 Facsimile 0345 6011761

www.clericalmedical.co.uk

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Clerical Medical is a trading name of Scottish Widows Limited. Scottish Widows Limited is registered in England and Wales No. 3196171. Registered office in the United Kingdom at 25 Gresham Street, London EC2V 7HN. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Financial Services Register number 181655.

Y132/1215

If you have any queries or require any further information, please telephone us on **0345 7883333** or write to our Customer Contact Centre at the address shown.

Yours sincerely



Rosalind Weldon
Head of Heritage Servicing

(D)

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