

Whittingham SSAS
20 Park Avenue South Harpenden AL5 2EA

Letter of Appointment and Acceptance for the Scheme Administrator

Appointment of the Scheme Administrator

James Mark Whittingham and **Victoria Anne Whittingham** Trustees of the above pension scheme confirm that **James Mark Whittingham** is to be appointed as the Scheme Administrator of the scheme with responsibility to undertake the role and comply with the functions and responsibilities of Scheme Administrator under Part 4 of Finance Act 2004.

Signed :  **James Mark Whittingham - Trustee**

Dated: 30th October 2020

Signed :  **Victoria Anne Whittingham - Trustee**

Dated 30th October 2020

Agreement in respect of the appointment of the Scheme Administrator.

I, **James Mark Whittingham**, confirm that I am:

- Resident in one of the following : UK/EU member state/Norway/Liechtenstein/ Iceland
- Have made the declarations to HMRC required by sections 270(2) and (3) of the Finance Act 2004.
- A 'fit and proper' person.

I confirm my acceptance of this role and acknowledge my responsibility to undertake the role and comply with the functions and responsibilities of Scheme Administrator under Part 4 of Finance Act 2004.

I confirm that I have appointed SSAS Practitioner. Com Limited as the scheme Practitioner to act on my behalf in relation to the management of the pension scheme where permitted.

Signed :  **James Mark Whittingham- Scheme Administrator**

Dated: 30th October 2020

Signed :  **James Mark Whittingham - Trustee**

Dated: 30th October 2020

Signed :  **Victoria Anne Whittingham -Trustee**

Dated 30th October 2020