

Gwedhenek,
Silver lake,
Lostwithiel
Cornwall

PL 22 03P

2.11.20

Dear Georgina,

With reference to my email of
2.11.20, please find enclosed the covering letter
from Lanhedock Accountancy Practice detailing
the change of accountants.

With Best Wishes,

Cathrine Stephens.



Mrs C D Stephens
Gwedhennek
Silverlake
Lostwithiel
Cornwall
PL22 0JP

9th May 2018

Dear Dawn

Appointment of Accountant

I have prepared the necessary set-up paperwork for us to act for the new company. The actions required by you are listed below;

Letters of Engagement

Please could you sign one copy of the letter and return it to me. The second copy is for you to keep.

HMRC Forms

Please could you sign and return the form.

Other

I have enclosed an authorisation letter to Pension Practitioner. Please would you sign the letter and send it to them in the envelope provided.

Please give me a ring if any of this is not clear.

- Sent 12 May 2018

Yours sincerely

Brian Smith
Director