



Forrester Sylvester Mackett
SOLICITORS

Mr D F Tomlins
The Old Swan
Buckland Road
Bampton
Oxon
OX18 2AA

Your Ref:

Our Ref: RC/SP/TOM95-2

Date: 16 May 2018

Dear Mr Tomlins

Update in Data Protection Law as of 25th May 2018

We have made some changes to our privacy policy to comply with the new data protection law being introduced on 25th May 2018, the General Data Protection Regulation (GDPR).

FSM Solicitors holds information about individuals so that it can provide its services to its clients. We only need to collect the information we require for lawful processing.

We are required to inform you of the legal basis on which we hold your data on each transaction that we work on for you. As you have instructed us to carry out legal services on your behalf, we will be carrying out these on a "Contract" basis, unless we write to you separately to advise you otherwise.

FSM Solicitors, if necessary, passes certain details to a third party, in order to carry out the legal services you require. By law we are also required in certain circumstances to share your information with government organisations such as Her Majesty's Revenue and Customs, Land Registry, and the Department for Work and Pensions.

Keeping your data safe and secure is our top priority. The changes don't alter the way we use and protect your personal information, but make it easier for you to find out how we use it.

There is nothing you need to do, but our privacy policy at <https://fmsolicitors.co.uk/privacy-policy/> will tell you more. If you would like a hard copy this is available upon request or alternatively we can email you a soft copy for your records.

Yours Faithfully


Forrester Sylvester Mackett

Direct Dial: 01249 444300

Fax: 01249 443223

E – Mail: richardcoates@fmsolicitors.co.uk

Please note we do not accept service by email.

61 St Mary Street, CHIPPENHAM, Wiltshire SN15 3JH Tel: 01249 444300 Fax: 01249 443223

DX No. 34202 Chippenham Website: www.fmsolicitors.co.uk

OFFICES IN CHIPPENHAM, MALMESBURY, SWINDON, TROWBRIDGE AND WARMINSTER

Forrester Sylvester Mackett is the trading name of Forrester Sylvester Mackett LLP, a limited liability partnership registered in England and Wales (with registered number OC398477).

The term partner is used to refer to a member of Forrester Sylvester Mackett LLP or an employee or consultant with equivalent standing and qualification.

A list of members is available at the registered office, 61 St Mary Street, Chippenham, Wiltshire. SN15 3JH

Authorised and regulated by the Solicitors Regulation Authority. No 621429



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SOLICITORS

Mr D F Tomlins
The Old Swan
Buckland Road
Bampton
Oxon
OX18 2AA

Your
Ref:

Our
Ref: RC/SP/TOM95-2

Date: 21 May 2018

Dear Mr Tomlins

Re: Assent of Land adjoining The Old Swan, Buckland Road, Bampton Oxfordshire and registration of title

I write further to in the above matter to confirm that registration of your title to the above property has now been completed. I enclose a copy of the register entries.

As you can see, your name appears in Section B of the entries as Registered Proprietor.

You will see that your current address is also shown in Section B. It is important that the Land Registry have an up to date correspondence address for you so that they are able to contact you about the property should this be necessary. If you should cease to occupy the property at any time, please make sure that you let the Land Registry have your new contact details so that they are able to keep their records up to date.

I also enclose herewith a cheque in the sum of £98.00 representing the surplus funds on your account due to the registration fee to register the Title at the Land Registry being lower than we initially quoted.

Whilst writing, I am also enclosing a Client Care Survey card which our Partners would like you to complete. The card is post paid so please just fill it in and post back to us. Surveys like this help us to ensure that we are meeting our client's expectations.

I am now preparing to close my file. The papers relating to your purchase will be stored in our archives for twelve years.

I look forward to hearing from you at some point in the future should you have the need for legal advice. In the meantime, I would like to take this opportunity to thank you for your instructions.

Yours sincerely

Richard Coates
Associate Solicitor

Direct Dial: 01249 444300 Fax: 01249 443223
E – Mail: richardcoates@fmsolicitors.co.uk

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MR D F Tomlins
The Old Swan
Buckland Road
Bampton
Oxon
OX18 2AA

Date: 21 May 2018

Our Ref: RC/SP/TOM95-2

VAT Inv No: 159801

VAT Reg No: 137 8298 32

To Professional Charges relating to the Assent and First Registration of Title for the land adjoining The Old Swan, Buckland Road, Bampton Oxfordshire.

To include all attendances, correspondence, telephone calls, faxes and emails throughout.

550.00

File Opening Fee

15.00

565.00

VAT at 20%

113.00

Disbursements not liable for VAT

Land Registry Registration Fee

192.00

Forrester Sylvester Mackett

PLEASE NOTE: This invoice is payable on delivery. If it is not paid within one month from the date of delivery, interest may be charged on the amount unpaid at the rate of 4% per annum above the base rate from time to time of National Westminster Bank Plc. This is in accordance with article 5 of the Solicitors' (Non-Contentious Business) Remuneration Order 2009.

If you are not satisfied with the amount of our fees then you have the right to have our bill assessed by the court under part III of the Solicitors Act 1974.

Accounts Office: 61 St Mary Street, Chippenham, Wiltshire SN15 3JH
Tel: 01249 444300 Fax: 01249 443223 DX No. 34202 Chippenham
Website: www.fsmsolicitors.co.uk

Bank Account Details: National Westminster Bank Plc
Account Number: 56504586 **Sort Code:** 60-21-36 Please quote your name and reference number.

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£ 870.00