

TRANSFER OF SAFEGUARDED OR GUARANTEED BENEFITS INTO A SSAS

Application Form

For use when transferring safeguarded benefits or guarantees

Please complete this form to request a transfer into your SSAS with ourselves if you have 'safeguarded benefits' in the transferring scheme.

This will be the case if the scheme is a 'final salary' or 'defined benefit' scheme, or if there are other guarantees or promises under the scheme, for example, an enhanced tax-free lump sum.

Please complete this form using black ink and block capitals.

How do I submit my transfer in form?

You can submit your transfer in form to us using the following contact details.

Bristol Office

Curtis Banks Ltd
SSAS Department
Ground Floor
3 Temple Quay
Bristol
BS1 6DZ

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1 Accessing our services

If you experience difficulties accessing any of our services due to personal circumstances, we may be able to make some adjustments to help you. Please provide us with details of your needs so we can assess any reasonable adjustments that we can make for you.

The information you provide will help us assess your requirements and make any reasonable adjustments to improve how we work and communicate with you. We will require your consent to process this information, and to enable us to share this data with other third parties where appropriate, e.g. investment firms or advisers, to help us, and others to continue to meet your needs. Please could you kindly provide this below.

I agree to my information being processed by Curtis Banks Group, to include being shared and gathered between relevant third parties.

Please refer to our Privacy Information Notice for Clients, should you require further guidance on how we collect use and protect your personal information. This can be found on our website www.curtisbanks.co.uk or please ask your adviser or us for a copy.

Your consent to share personal information is entirely voluntary and you may withdraw your consent at any time. Should you have any questions about this process, or wish to withdraw your consent, please contact the SSAS Team on 0117 332 4051 or ssas.admin@curtisbanks.co.uk.

2 Your details

Member Trustee's name

Member Trustee's plan number

As your SSAS administrator, we believe it is important that we seek to ensure that you are aware of and understand the nature of the benefits that you are proposing to surrender.

You must take professional advice before proceeding - we will not accept the transfer unless such advice has been taken and your adviser recommends a transfer. This declaration by you must be countersigned overleaf by the adviser, who must be authorised to give pension transfer advice.

This will enable you to make a well informed decision regarding your pension benefits.

Curtis Banks Ltd are not able to provide you with advice regarding this matter. In order to assist you, we have provided some of the key points in section 4, that you should have considered with your adviser and understood.

3 Scheme details

Full name of scheme
to be transferred

Type of scheme (e.g. Occupational
Pension Scheme, DB, GPP, etc.)

Name of scheme administrator/
trustee/insurance company

Address

Contact name/number

Policy/account number
(if known)

HM Revenue & Customs
reference number

Transfer value (or estimate)

£

Is the transfer a credit as a result of a Pension Sharing Order?

Yes

No

Is the transfer part of a block transfer?

Yes

No

3 Scheme details (continued)

If yes, please provide details of any protected tax-free lump sum entitlement, minimum pension age etc which is being preserved by the block transfer

Is the transferring scheme subject to a Protected Pension Age?

Yes

No

4 Member Trustee's declaration & signature

Declaration

- I confirm that I have read this declaration in full and understand the nature of benefits I am giving up.
- If you transfer from a Final Salary Scheme to a Money Purchase Scheme, such as your SSAS, you will give up the promise of a guaranteed pension.
- In a Final Salary Scheme you are guaranteed a certain level of pension when you retire.
- Your Occupational Pension Scheme may be protected against inflation up to 5% a year and sometimes more depending on the Scheme rules. This protection starts from the date you left the Scheme until your retirement.
- Your Occupational Pension Scheme may possibly provide discretionary benefits such as increases to your pension once you retire.
- Your Occupational Pension Scheme may allow you to retire early on a reduced pension or may provide a pension if you had to retire early because of ill health.
- If you were a member of your Occupational Pension Scheme on 10 December 2003 then, depending on the rules of that scheme, it is possible that you have a protected early retirement age under that scheme. This protection will normally be lost on transfer.
- It is possible that your tax-free lump sum entitlement accrued prior to 6 April 2006 under your Occupational Pension Scheme is protected. This tax-free lump sum protection may be lost on transfer.
- It is also possible that you have a protected/enhanced tax-free lump sum under your Personal Pension. This tax-free lump sum may be lost on transfer.
- I understand that if I hold Enhanced or Fixed Protection and make a single or regular contribution, or transfer funds into a newly opened pension there are circumstances under which this protection will be lost and the standard Lump Sum Allowance (LSA), Lump Sum and Death Benefit Allowance (LSDBA), and Overseas Transfer Allowance (OTA) will apply to my pension benefits.
- If your Occupational Pension Scheme is underfunded and your employer became insolvent the scheme will have access to the pension protection fund.
- The pension you get from your SSAS will depend on the amount you transfer and/or contribute, the performance of the investments you choose, charges and how much pension your fund can buy when you decide to retire.
- You, rather than your past/present employer, carry a risk if the investments within your SSAS perform badly.
- Any guaranteed benefits, such as guaranteed annuity rates, attached to an existing personal pension arrangement will be lost upon transfer to a SSAS.
- Once you have transferred rights out of your existing pension scheme, you will not be able to transfer back.
- I confirm that I wish to proceed with the transfer based on the recommendation and advice I have received from a Financial Adviser.

Name

Signature of Member Trustee

Date

5 Adviser's declaration & signature

Declaration

In respect of Safeguarded Benefits

- I confirm that I am authorised by the Financial Conduct Authority to carry out the regulated activity in article 53E of the FCA's regulated activities in order to provide advice on safeguarded benefits.

In respect of guarantees not classed as a Safeguarded Benefit:

- I can confirm that I am authorised by the Financial Conduct Authority to provide advice on these guarantees:
- I confirm that I have provided the member with appropriate advice about the proposed transfer of safeguarded benefits/guarantees to flexible benefits within a Curtis Banks SSAS, including the production of a TVAS if applicable, and have given a positive recommendation to proceed with the transfer based on a clear rationale.

Name

Signed

Financial Services Register reference
number for individual

Date



Notes



Notes

Curtis Banks Limited,
3 Temple Quay,
Bristol, BS1 6DZ

T 0370 414 7000
F 0117 929 2514
curtisbanks.co.uk

Call charges will vary. We may record and monitor calls.

Curtis Banks Limited is a company registered in England & Wales (registered number 06758825) and is authorised and regulated by the Financial Conduct Authority (number 492502) with its registered address at Dunn's House, St Paul's Road, Salisbury, SP2 7BF. SSAS GUARTIN 0624 June 2024

