



ReAssure

# APPLYING FOR YOUR BUYOUT BOND (BB6)



## COMPLETING THIS FORM

- Complete this form, as applicable, using BLOCK CAPITALS and blue or black ink. For dates, please use the format date/month/year.
- Missing or unclear information may result in a delay in processing, or even the return of this form. We are unable to correct errors or omissions by you or your financial adviser retrospectively.
- All references to ReAssure in this application mean ReAssure Life Limited.



## THE IMPORTANCE OF FINANCIAL ADVICE

- This application contains technical and legal terms with which you may not be familiar. You should therefore complete it with the help of your financial adviser.

**Non UK Tax** – If you are subject to tax in any country outside the UK, please contact your tax specialist, to understand whether you will be liable for tax in that country.

### FINANCIAL ADVISER'S DECLARATION

**To be completed by your financial adviser. This section must be completed for the application to be accepted. Failure to do so will delay your application.**

1. Is the transfer from an occupational pension scheme, or any other registered pension scheme that holds safeguarded benefits? Yes - Go to 2  No
2. Does your firm have the FCA's permission to advise on pension transfers and opt-outs? If no, provide details below of the firm with the pension transfer and opt out authorisation that has provided advice with regard to the transfer: Yes  No

Name and address of firm:

FCA registration number

### GENERAL DETAILS

Sections A-E should be completed by you, as the member.

Sections F-H should be completed by the Trustees/Scheme Administrator of the transferring scheme.

- Notes: The Buyout Bond cannot accept transfer payments from:
- any Final Salary occupational pension scheme
  - any occupational pension scheme or S32 Buy-Out Bond that include:
    - Guaranteed Minimum Pension (GMP)
    - Equivalent Pension Benefit (EPB)
    - Section 9(2)(b) rights
    - Any benefits that have already come into payment
    - Free Standing Additional Voluntary Contributions (FSAVC).

**A separate Buyout Bond application must be completed for each transfer payment.**





## D BENEFICIARY DETAILS

Use this section to nominate your preferred beneficiary(ies); the percentages allocated must total 100%.

► Tick whether the beneficiary is an individual, a trust or a charity and complete the details as appropriate:

1. Full name of beneficiary	<input type="text"/>	Proportion
		<input type="text"/> <input type="text"/> <input type="text"/> %
Their address	<input type="text"/>	
	<input type="text"/> Postcode	
<input type="radio"/> Individual	Date of birth	<input type="text"/>
	Relationship to you	<input type="text"/>
<input type="radio"/> Trust	Date of trust	<input type="text"/>
	Name of lead trustee	<input type="text"/>
<input type="radio"/> Charity	Registered charity number	<input type="text"/>
Nomination priority <sup>†</sup>	<input type="text"/>	

2. Full name of beneficiary	<input type="text"/>	Proportion
		<input type="text"/> <input type="text"/> <input type="text"/> %
Their address	<input type="text"/>	
	<input type="text"/> Postcode	
<input type="radio"/> Individual	Date of birth	<input type="text"/>
	Relationship to you	<input type="text"/>
<input type="radio"/> Trust	Date of trust	<input type="text"/>
	Name of lead trustee	<input type="text"/>
<input type="radio"/> Charity	Registered charity number	<input type="text"/>
Nomination priority <sup>†</sup>	<input type="text"/>	

3. Full name of beneficiary	<input type="text"/>	Proportion
		<input type="text"/> <input type="text"/> <input type="text"/> %
Their address	<input type="text"/>	
	<input type="text"/> Postcode	
<input type="radio"/> Individual	Date of birth	<input type="text"/>
	Relationship to you	<input type="text"/>
<input type="radio"/> Trust	Date of trust	<input type="text"/>
	Name of lead trustee	<input type="text"/>
<input type="radio"/> Charity	Registered charity number	<input type="text"/>
Nomination priority <sup>†</sup>	<input type="text"/>	

<sup>†</sup>The Guidance Notes include an example of how to complete this section if a nomination priority is required

### NOTE

- If there is insufficient space to list all preferred beneficiaries, please provide the same details of any others by using a copy of this page and attach it to this form.
- If you would like to provide additional information about your wishes, please do so on a separate page and attach it to this form.
- If you nominate a trust as a beneficiary, we are not responsible for the content of the Trust and will not comment on its suitability.

## D BENEFICIARY DETAILS (CONTINUED)

### Nomination priority

This is not a mandatory field but is for you to give a priority order for your nominated beneficiaries, if required. See the example below.

1. Full name of beneficiary	<input type="text" value="Mrs Jane Smith"/>	Proportion	<input type="text" value="1"/> <input type="text" value="0"/> <input type="text" value="0"/> %
Relationship to you	<input type="text" value="Wife"/>		
Nomination priority	<input type="text" value="I firstly nominate my wife, but if she dies before me, or is alive when I die but does not wish to receive any payment, I nominate my two children below."/>		
2. Full name of beneficiary	<input type="text" value="Mr John Smith"/>	Proportion	<input type="text" value="5"/> <input type="text" value="0"/> %
Relationship to you	<input type="text" value="Son"/>		
3. Full name of beneficiary	<input type="text" value="Mrs Susan Brown (née Smith)"/>	Proportion	<input type="text" value="5"/> <input type="text" value="0"/> %
Relationship to you	<input type="text" value="Daughter"/>		

### Payments on death

In the event of your death, we would pay any death benefit as a lump sum and/or as income, subject to prevailing pension rules and the Terms and conditions of your pension plan. We will choose the beneficiary(ies) (from all potential beneficiaries) at our absolute discretion. However, if you complete an Expression of Wish form, we will take into account your wishes. Details of the options applicable to any beneficiary are provided below.

#### Lump sum payments

If you die before your 75th birthday, any lump sum payment would be paid free of UK tax<sup>1,4</sup>. However, any beneficiary would be liable to a lifetime allowance tax charge in respect of any value in excess of your remaining lifetime allowance.

If you die on, or after, your 75th birthday, any lump sum payment would be subject to the following UK tax treatment:

Type of beneficiary	UK tax rate(s)
UK individual beneficiary	The individual's marginal income tax rate(s)
A UK charity	No tax charge <sup>4</sup>
Any other UK beneficiary (such as a discretionary trust)	45% tax charge

If a lump sum is paid into a discretionary trust and then paid to a UK individual potential beneficiary of that trust as income, that beneficiary would be given a tax credit for the 45% tax charge previously paid and, depending on their UK tax position, they may be able to reclaim some, or all, of this amount from HM Revenue & Customs.

#### Income payments

Instead of, or as well as, a lump sum payment, a beneficiary may use the remaining fund to provide an income payable by the purchase of a lifetime annuity or drawdown pension.

- If you die after purchasing a lifetime annuity, the terms of that annuity will determine what if any, death benefit will be payable (including the possible continuation of the regular payments to a beneficiary).
- If you have not taken any benefits when you die, or you were taking drawdown pension benefits when you died, income benefits may be paid to your dependant(s)<sup>2</sup> or nominee(s)<sup>3</sup>. This can be in the form of a lifetime annuity and/or drawdown pension.
- If you die before your 75th birthday, any income payment to a UK individual would be paid free of UK tax<sup>1</sup>. However, any beneficiary would be liable to a lifetime allowance tax charge in respect of any value in excess of your remaining lifetime allowance.
- If you die on, or after, your 75th birthday, any income payment to a UK individual would be subject to the beneficiary's marginal income tax rate(s).

#### Footnotes:

<sup>1</sup> For uncrystallised funds, this is subject to payment being made within two years of the scheme administrator being notified of the death.

<sup>2</sup> A dependant, when you die, would be:

- your surviving spouse/civil partner; or
- your surviving child under the age of 23 (or over the age of 23 if, in our opinion, they were dependent on you because of their physical or mental impairment); or
- anyone else who, in our opinion, was financially dependent on you, financially inter-dependent with you, or who was dependent on you because of physical or mental impairment

<sup>3</sup> A nominee, when you die, would be any individual, other than a dependant, who you nominate to receive an income.

<sup>4</sup> Payments to UK charities will be tax-free if you leave no surviving dependant at the point of your death. If any charity payments were made whilst there was a surviving dependent these would be seen as unauthorised payments and taxed as such.

## E PAYMENTS TO YOUR ADVISER

Complete this section to give authorisation for ReAssure to pay the fee(s) you have agreed with your financial adviser from your pension. If you do not complete this section, ReAssure will not make any payments of fees to your financial adviser.

**Please note that ReAssure does not pay remuneration to financial advisers for plans opened in their own names. Financial advisers should refer to our Terms of Business with them for further information.**

### OPTION 1: Initial fee

**How this option works** – a percentage or monetary amount can be selected for the transfer, and your financial adviser will receive a lump-sum payment. Fees are levied by the deduction of units from the plan and are in addition to any other adviser charges.

**Please choose either (A) or (B).**

(A) A percentage of the transfer payment

 .  %

OR

(B) A monetary amount of the transfer payment

 £ 

### OPTION 2: Ongoing fees

You can select either Option A or B below. Option B cannot be used in conjunction with Option A and can only be selected at outset.

**How this option works** – the fee selected will apply to the plan as a whole. Fees are levied by the ongoing deduction of units from the plan and are in addition to any initial fees selected.

**Please choose either (A) or (B).**

(A) Adviser's fund-based fee

 .  %

of the plan value each year

OR

(B) Adviser's servicing fee

Monetary amount payable each year from the plan

 £ 

Adviser's servicing fee to increase each year by

 %

**Payable for**

Term of plan

or

 years

**Payment frequency** – to be chosen at outset or when A is added for the first time. This cannot be changed.

Monthly

Quarterly

Half Yearly

Yearly

**YOU MUST COMPLETE THIS SECTION****DECLARATION****Applications for transfer payments**

- a) I authorise and instruct you to transfer sums and assets from the plan(s) listed in this application directly to ReAssure and to provide any instructions and/or discharge required by any relevant third party to do so.
- b) I authorise ReAssure, the current provider and any financial intermediary named in this application to obtain from each other, and release to each other, any information that may be required to enable the transfer of sums and assets to ReAssure.
- c) I authorise ReAssure, the current provider and any employer paying contributions to any of the plan(s) listed in the application to obtain from each other, and to release to each other, any information that may be required to enable the transfer of sums and assets to ReAssure.
- d) Until this application is accepted and complete ReAssure's responsibility is limited to the return of the total payment to the current provider.
- e) When the payment is made to ReAssure as requested, this means that I shall no longer be entitled to receive pension benefits from the whole of the plan(s) listed in the application where the whole of the plan(s) is/are transferring, or that part of the plan(s) represented by the payments if only part of the plan(s) is/are transferring.
- f) I accept responsibility in respect of any claims, losses, expenses, additional tax charges or any penalties that ReAssure and the current provider may incur as a result of any incorrect, untrue, misleading or inaccurate information in this application or given by me, or on my behalf, or any failure on my part to comply with any aspect of this application. This includes where I have been asked to provide any original policy document(s) in return for the transfer of funds and I am unable to do so.
- i) **For a transfer from an existing buyout plan (registered under the Finance Act 2004)** I apply for a Buyout Bond to be issued in my name.
- j) I confirm that I have been shown and have read ReAssure's privacy notice concerning use of my personal information, available at [www.reassure.co.uk/privacy-notice](http://www.reassure.co.uk/privacy-notice).

**Adviser charging declaration**

I authorise ReAssure to deduct any fee(s) detailed in section D from my plan and pay them to my financial adviser.

- a) I understand that:
  - i. the fee(s) agreed will be met as follows:
    - Adviser Fund Based Fee – by deduction of units from the investments in my pension
    - Adviser Servicing Fee – by deduction of units from the investments in my pension
    - Initial Fee – by deduction of units after the contribution has been applied to my plan
  - ii. the amount of the agreed fee is assumed to include VAT (at the rate prevailing when the fee is due), if applicable.
- b) I confirm that:
  - i. I have completed and agreed this section with my financial adviser
  - ii. my financial adviser has explained the effect that selling units from my pension will have on its future value
  - iii. any fees agreed under Adviser Charging on this application are solely in relation to advice and/or services I have received or will be receiving on this plan only, and do not relate to any other advice or services provided.
- c) I understand that:
  - i. I can amend the Adviser Servicing Fee or Adviser Fund Based Fee by giving at least 10 working days' notice before it is deducted
  - ii. I cannot cancel a fee once it has been deducted from my plan, instead I would need to contact my financial adviser to discuss whether a refund is payable in full or in part.

Your signature

Date

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*A copy of this completed application form and the Policy Terms and Conditions are available on request.*

**SECTIONS G – I TO BE COMPLETED BY THE TRUSTEES/SCHEME ADMINISTRATOR OF THE TRANSFERRING SCHEME.**

**G TRANSFERRING SCHEME DETAILS**

Name of transferring scheme

Address   
  
 Postcode

HM Revenue & Customs Pension Scheme Tax Reference (PSTR)  R

Membership/ Policy number

Please indicate the type of registered pension scheme from which the transfer payment arises. Please tick one (3)

Money purchase occupational pension scheme	<input type="checkbox"/>
Buyout Bond	<input type="checkbox"/>
Other registered pension scheme – please specify:	<input type="checkbox"/>

**Is this transfer the result of a scheme wind-up or from a buyout bond?** Yes  No

If Yes, is the member entitled to a tax-free cash sum of more than 25% of their fund value as at 5 April 2006? Yes  No

If Yes, please advise:

(i) the amount of tax free cash as at 05/04/2006 £  ; and

(ii) the value of the pension rights in the scheme as at 05/04/2006 £

Has there been any post A-Day accrual in the scheme? Yes  No

Is the member entitled to a protected retirement age? Yes  No

If Yes, please state protected retirement age.

**H TRUSTEES'/SCHEME ADMINISTRATOR'S DECLARATION**

a) We declare that:

- i) to the best of our knowledge and belief the statements made in this application are correct and complete
- ii) the transfer payment arises from the proceeds of a retirement benefits scheme which is registered under the Finance Act 2004
- iii) the transfer payment represents the appropriate proportion of the member's scheme entitlement and is being secured by means of a policy effected with ReAssure in accordance with this application.

b) We apply for a Buyout Bond to be issued in the name of the member.

Signed for and on behalf of the Trustees/ Scheme Administrator of the transferring scheme (authorised signatory)

Name

Date

