

Transfer Form

Bank of Scotland Share Dealing Self Invested Personal Pension



Important Notes

This form is an application to transfer benefits from another registered pension scheme into a Bank of Scotland Share Dealing SIPP administered by A J Bell Management Limited (the "receiving scheme"). This form is supplementary to the Application Form completed by the transferring member.

Please use **BLOCK CAPITALS** only and blue or black ink, ticking boxes where appropriate.

If you would like a copy of this or any other item of our other literature in large print, Braille or in audio format, please contact us on 0845 606 1188 or by e-mail: bossipp@sippdeal.co.uk

Instructions for the Transferring Member

Section A must be completed and signed by you. The whole form must then be forwarded to either:-

- a) the Scheme Administrator of the transferring scheme, if the transfer is to be made in the form of a cash amount from the transferring scheme (a 'cash transfer'). **Please do not return this form directly to the Bank of Scotland Share Dealing SIPP Administration Team;** or
- b) to the Bank of Scotland Share Dealing SIPP Administration Team at the address shown below, if the transfer is to take the form of the transfer of cash and other assets/investments (an 'in-specie transfer'). **Please also enclose a list of assets being transferred for each of those assets.**

The Bank of Scotland Share Dealing SIPP Administration Team

A J Bell Management Limited

Trafford House

Chester Road

Manchester

M32 0RS

Tel: 0845 606 1188

Fax: 0870 240 0513

Instructions for the Transferring Scheme

Section B must be completed on behalf of the transferring scheme, signed and then either:-

- a) for a cash transfer sent to the address shown above, along with a cheque made payable to 'Sippdeal Trustees Limited re (insert name of transferring member)' for the amount of the transfer value; or
- b) for an in-specie transfer sent to the Bank of Scotland Share Dealing SIPP Administration Team, at the address shown above, with confirmation of the assets to be transferred and how the transfer will be made (if not previously agreed).

If you require any further forms to be completed by the transferring member then please contact the member directly.

For information, the receiving scheme is a registered pension scheme under Finance Act 2004 (PSTR:00605674RH).

A J Bell Management Limited is the Scheme Administrator of the receiving scheme. Sippdeal Trustees Limited, a wholly owned subsidiary of A J Bell Management Limited is the trustee of the receiving scheme.

Section A – to be Completed by Transferring Member

Full Name of Member			
Date of Birth			Your SIPP Ref. (if known)
Transferring Scheme Name			
Member's Ref. or Policy No. under Transferring Scheme			
Name of Administrator of Transferring Scheme			
Address of Administrator of Transferring Scheme			
Town		County	
Post Code		Country	

Is the transfer to include the value of your protected rights/contracted-out benefits under the transferring scheme?
Yes No

Is the transfer to be made in the form of a cash amount or the transfer of existing assets (in-specie) from the transferring scheme?
Cash only In-specie

If 'in-specie', please provide the name and address of the existing investment manager/stockbroker below (if applicable). Also, please enclose a list of the assets to be transferred and current valuations:

Name of Investment Manager/Stockbroker			
Address of Investment Manager/Stockbroker			
Town		County	
Post Code		Country	

If the transfer is to be made in-specie, once you have completed and signed Section A please return this form to us. If the transfer is to be made in cash, please send the form direct to the Scheme Administrator of the transferring scheme after completing and signing Section A.

Request for Transfer

I request the Scheme Administrator of the transferring scheme to transfer the value of my benefits under the transferring scheme to the receiving scheme either in the form of:-

1. a cash payment made by cheque (or such other method agreed with the Bank of Scotland Share Dealing SIPP Administration Team); or
2. a direct transfer of assets held on my behalf under the transferring scheme (after deduction of any outstanding liabilities or charges) to the receiving scheme. Where appropriate the Bank of Scotland Share Dealing SIPP Administration Team will advise details of the nominee to whom assets must be transferred.

It is understood that the existing investment manager or administrator of the transferring scheme will be responsible for the collection of all outstanding dividends and tax reclaims, together with the realisation of all such rights and entitlements in respect of the assets transferred and for passing them on to the receiving scheme.

I authorise the Scheme Administrator, provider or insurer of the transferring scheme to provide the Bank of Scotland Share Dealing SIPP Administration Team at A J Bell Management Limited with any information it may request regarding my benefits under the transferring scheme. I agree that a copy of this authority should have the validity of the original.

I hereby apply to the Scheme Administrator of the receiving scheme, to accept the transfer from the transferring scheme and to pay it into my SIPP, established under the receiving scheme. I confirm that the information provided relevant to my application to transfer benefits into my SIPP is correct and complete, to the best of my knowledge and belief.

I also confirm that I have not been recommended to transfer by, or received any advice in relation to the transfer from, a representative of Bank of Scotland Share Dealing, A J Bell Management Limited or Sippdeal Trustees Limited.

Additional Declaration for Transfers of Unsecured Pension, or Alternatively Secured Pension (if applicable)

I declare that all, or a part, of the transfer payment has been designated to provide either unsecured or alternatively secured pension benefits for me under the transferring scheme. The transferring scheme will confirm the amount (if any) designated to provide these benefits. I understand that the amount of the transfer payment representing these benefits will be applied to provide me with unsecured pension or alternatively secured pension under the receiving scheme.

I further understand that the unsecured pension, or alternatively secured pension, benefits under the receiving scheme will be subject to the same income limits and review periods as under the transferring scheme, until such time as a further review of these limits is triggered.

Signed
(Member's Signature)

Date

Section B – to be Completed by Transferring Scheme Administrators

Instructions to Transferring Scheme Administrators

Please complete Sections 1 and 4 (General Information and the Scheme Administrator's Declaration) in all cases. Also complete Section 2 (Unsecured or Alternatively Secured Pension) and/or Section 3 (Transitional Protections), if applicable.

I. General Information

a) Is the transferring scheme a registered pension scheme under Finance Act 2004? Yes No

If No, we will not be able to accept the transfer value. If Yes please provide:

i) HM Revenue & Customs (HMRC) Pension Scheme Tax Reference:

ii) type of scheme (please tick one box that best describes the transferring scheme):

- Self invested personal pension
- Small self administered scheme
- Defined benefit occupational scheme
- Money purchase occupational scheme
- Personal/stakeholder pension
- Section 32 contract

Other (please specify)

b) Contact name and telephone number for enquiries: Name

Telephone No.

c) Total Transfer Value: £

Does the Transfer Value include any protected rights/contracted out benefits? Yes No

If Yes, please provide the breakdown of the Total Transfer Value between:

i) protected rights/contracted-out benefits; and: £

ii) non-protected rights £

Also please provide:

i) total value of GMP/pre 6 April 1997 protected rights; £

ii) total value of Section 9(2B)/post 5 April 1997 protected rights: and £

iii) total value of safeguarded rights (if applicable). £

d) Please show the breakdown of the Transfer Value between: Non-Protected Rights Protected Rights

i) unvested/uncrystallised pension rights: £ £

ii) unsecured pension rights, which vested/crystallised before 6 April 2006 (Pre A-Day USP): £ £

iii) unsecured pension rights which vested/crystallised after 5 April 2006 (Post A-Day USP): £ £

iv) alternatively secured pension rights (ASP): £ £

If the transfer value includes rights under ii), iii) or iv) please also complete Section 2.

e) Is the transfer to be made 'in-specie' (a transfer of assets, which may include some cash)? Yes No

If Yes, please attach to this form a list of the assets to be transferred and valuations for these assets.
We will only accept the transfer of assets as permitted by the Bank of Scotland Share Dealing SIPP Terms and Conditions.

f) Is the transfer being paid as part of a block transfer (as defined in paragraph 22 of Schedule 36 of Finance Act 2004)? Yes No

If Yes, please complete Section 3.

g) Does part of the transfer value relate to a pension credit derived from a Pension Sharing Order or Provision? Yes No

If Yes, please state the amount of the transfer value representing these rights:

£	<input type="text"/>
---	----------------------

Is the transferring member entitled to take a pension commencement lump sum in relation to these rights? Yes No

h) Is there an Earmarking Order in force in relation to any benefits being transferred? Yes No

If Yes, please attach a copy of the Order.

2. Unsecured or Alternatively Secured Pension

Please provide the following for any unsecured pension or alternatively secured pension benefits included in the transfer. If the transfer includes amounts in respect of a number of different tranches of unsecured pension, with different limits and review periods, please provide the following information for each tranche separately (if there is not enough space, please provide the information on a separate sheet and attach it to this form).

a) Is the unsecured or alternatively secured pension being paid by the transferring scheme to:-

i) a member of the scheme? Yes No

or

ii) a dependant of a deceased member of the Scheme? Yes No

Pre A-Day USP	Post A-Day USP	ASP
---------------	----------------	-----

b) The commencement date for the current reference/review period:

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

Note: Please leave blank if no reference period has commenced

c) The current maximum income limit:

i) non-protected rights:

£	<input type="text"/>	p.a.	£	<input type="text"/>	p.a.	£	<input type="text"/>	p.a.
---	----------------------	------	---	----------------------	------	---	----------------------	------

and

ii) protected rights:

£	<input type="text"/>	p.a.	£	<input type="text"/>	p.a.	£	<input type="text"/>	p.a.
---	----------------------	------	---	----------------------	------	---	----------------------	------

For ASP only, the current minimum income limit:

i) non-protected rights: p.a.

and

ii) protected rights p.a.

d) The amount of income that will have been paid for the current unsecured, or alternatively secured, pension year up to the date of transfer:

i) non-protected rights:

and

ii) protected rights

e) For Post A-Day USP only, the total amounts vested/crystallised to:

i) provide unsecured pension:

and

ii) any linked pension commencement lump sums:

f) The percentage of the standard lifetime allowance used by benefit crystallisation events under the transferring scheme* % %

*Please show the percentage of the standard lifetime allowance shown on the member's latest annual statement in relation to Post A-Day USP or ASP, plus any percentage in respect of further benefit crystallisation events (i.e. additional fund designations) since the date of the statement. If no annual statement has yet been issued to the member, please show the percentage of the lifetime allowance used up as notified to the member following the setting up of the unsecured pension fund.

These figures are required to enable us to calculate the benefit crystallisation amount for lifetime allowance purposes when the member reaches age 75 (BCE5A) and to enable us to continue to report to the member the amount of lifetime allowance used up in respect of the benefit crystallisation events under the transferring scheme.

3. Transitional Protections

a) If the transfer is part of a block transfer, please provide the name of one other member whose benefits are being transferred to the receiving scheme as part of the same transaction.

Full name of member

b) Is the transferring member entitled to a protected minimum pension age (below age 50) under the transferring scheme? Yes No

If Yes, please confirm the earliest age at which benefits can commence:

c) Is the transferring member entitled to a protected pension commencement lump sum of more than 25% of the amount vested/crystallised? Yes No

If Yes, please confirm:

i) the amount of the protected pension commencement lump sum at 5 April 2006:

ii) the value of the member's pension benefits in that scheme at 5 April 2006:

d) Are all of the transferring member's pension rights under the transferring scheme being transferred at the same time? Yes No

If No, transitional protection may not apply.

4. Scheme Administrator's Declaration

We declare that the information set out in Section B of this Transfer Form is correct, complete and not misleading, to the best of our knowledge and belief.

We confirm that the payment of this transfer value to the receiving scheme will be a 'recognised transfer' for the purposes of Finance Act 2004.

Name

Signature

Date

For and on behalf of the Scheme Administrator of the transferring scheme

A J Bell Management Limited is the Scheme Administrator of the Bank of Scotland Share Dealing SIPP. A J Bell Management Limited is registered in England No. 3948391. Registered Office: Trafford House, Chester Road, Manchester M32 0RS. Authorised and regulated by the Financial Services Authority and on the FSA register under FSA register number 211468. Sippdeal Trustees Limited is a wholly owned subsidiary of A J Bell Management Limited, registered in England No. 4050222. Registered Office: Trafford House, Chester Road, Manchester M32 0RS. Sippdeal Trustees Limited does not conduct any regulated activities, and is, therefore, not regulated.

Dealing and stockbroking administration services are provided by Halifax Share Dealing Limited trading as the Bank of Scotland Share Dealing Service. Halifax Share Dealing Limited is part of the Lloyds Banking Group. Halifax Share Dealing Limited is registered in England No. 3195646 Registered Office: Trinity Road, West Yorkshire HX1 2RG. Authorised and regulated by the Financial Services Authority, 25 The North Colonnade, Canary Wharf, London E14 5HS. A Member of the London Stock Exchange and an HM Revenue & Customs approved ISA Manager.

