

SSAS

## Transfer form

### Transferring member instructions

This form is your authority to transfer benefits from another registered pension scheme into an AJ Bell Platinum SSAS. This form is supplementary to your Application Pack.

You must complete all of the details requested on the following pages and sign the declaration.

If the transfer is to be made in the form of a cash amount from the transferring scheme (a 'cash transfer') the form must be forwarded to the scheme administrator of the transferring scheme. Please do not return this form directly to us if a cash transfer is being made.

If the transfer is to take the form of the transfer of cash and other assets/investments (an 'in specie transfer') the form must be returned to us at the address below. **Please also provide details of the assets being transferred (including valuations).**

AJ Bell Platinum  
4 Exchange Quay  
Salford Quays  
Manchester  
M5 3EE

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 literature, in large print, Braille or audio format, please contact us on 0345 25 05 610 or by email at [platinumssas@ajbell.co.uk](mailto:platinumssas@ajbell.co.uk).

### 1. To be completed by the transferring member

Full name of member

Date of birth

Your SSAS reference (if known)

Name of receiving scheme

National Insurance number

Permanent residential address

Postcode

Country

Transferring scheme name

Member's reference or policy number under transferring scheme

Name of administrator of transferring scheme

Address of administrator of transferring scheme

Postcode

Country

Is the transferring scheme a final salary pension scheme?

 Yes  No

By transferring from a final salary pension you will be giving up guarantees over the kind of benefits, the amount you will receive and the level of any increases that will be applied to your pension in the future. You must take regulated financial advice before transferring from most final salary pensions.

Is the transfer cash only?

 Yes  No

Approximate fund to be paid to the receiving scheme

Does this represent the full value of the benefits in the plan?

 Yes  No

### Drawdown details

Please tick one of the following three options in respect of the funds being transferred. The funds are:

 1. Not in drawdown 2. Already in drawdown 3. Already partially in drawdown  
Please confirm the appropriate split as follows:  
Crystallised  £       Uncrystallised  £ 

If the transfer is in drawdown you must also complete our SSAS transfer-in-drawdown benefit form.



I authorise the scheme administrator, provider or insurer of the transferring scheme to provide AJ Bell Business Solutions Limited or AJ Bell Trustees Limited with any information they request regarding my benefits under the transferring scheme. I agree that a copy of this authority should have the validity of the original.

I apply to the scheme administrator of the receiving scheme to accept the transfer from the transferring scheme and to pay it into my SSAS. I confirm that the information provided relevant to my application to transfer benefits into my SSAS is correct and complete, to the best of my knowledge and belief.

I confirm that I have not received any advice or recommendation in relation to the transfer from a representative of AJ Bell Business Solutions Limited or AJ Bell Trustees Limited.

### **Additional declaration for transfers of income drawdown (if applicable)**

I declare that all, or a part, of the transfer payment has been designated to provide income drawdown pension benefits for me under the transferring scheme. I understand that the transferring scheme is responsible for confirming the amount (if any) designated to provide these benefits.

I further understand that the amount of the transfer payment representing these benefits will be applied to provide me with income drawdown benefits under the receiving scheme and will be subject to the same maximum income limit (if any) as under the transferring scheme, until such time as a further review of this limit is triggered.

Signature

Date

Name

## **4. Transferring scheme instructions**

If you require any further forms to be completed by the transferring client please contact the member or their financial adviser directly.

For a cash transfer, your cheque should be made payable to 'the receiving scheme name' and sent to the address shown above.

For **all** transfers you must provide us with full details of the benefits being transferred. The information that you provide must confirm:

- That the transferring scheme is a registered pension scheme under the Finance Act 2004.
- The transferring scheme's HMRC Pension Scheme Tax Reference.
- The total transfer value.
- Whether the transfer contains any benefits that have previously been accessed and, if so, full details of them.
- Whether you have reason to believe the transferring member has flexibly accessed their pension rights (whether in the transferring scheme or otherwise) and, if so, specify the date you believe the rights were first accessed.
- Whether any of the transfer value derives from a beneficiary's drawdown fund and, if so, whether it is a dependant's, nominee's or successor's drawdown fund, and if it is a dependant's drawdown whether the funds are in capped drawdown (and full details) or flexi-access drawdown.
- Details of any transitional protection relating to the benefits or the transferring member and, if relevant, whether the transfer is part of a block transfer.
- Whether the transfer value derives from a Pension Sharing Order or Provision, or whether an Earmarking Order is in force in relation to the transferring benefits.

For information, the receiving scheme is a registered pension scheme under the Finance Act 2004.

For **all** transfers you must also return this Transfer Authority Form, or a copy of it, to us at the address shown above.