

# Transfer Form

Bank of Scotland Share Dealing Self Invested Personal Pension



## Transferring Member Instructions

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

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 0345 606 1188 or by e-mail: [bossipp@sippdeal.co.uk](mailto:bossipp@sippdeal.co.uk).

You must complete all of the details requested on the following page, sign the declaration and return the form to us at the address below.

The Bank of Scotland Share Dealing SIPP Administration Team  
AJ Bell Management Limited  
4 Exchange Quay  
Salford Quays  
Manchester  
M5 3EE

Tel: 0345 606 1188  
Fax: 0345 54 32 601

## To be completed by the Transferring Member

Full Name of Member

Date of Birth       Your SIPP Ref. (if known)

Full name of transferring pension scheme (where known)

Existing plan No. or Policy No. under Transferring Scheme

Full name of Administrator of Transferring Scheme

Address of Administrator of Transferring Scheme

Town  County

Post Code  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 value to be paid to the receiving scheme

Does this represent the full value of the plan? Yes  No

Are the funds being transferred:

- a) Already entirely in drawdown,
- b) Already partially in drawdown,
- c) Not in drawdown.

For an in-specie transfer, please provide the name and address of the existing investment manager/stockbroker below (if applicable). Please also complete the list of the assets to be transferred and their values in the assets to be re-registered section below. If this section is not completed this may lead to delays in processing the transfer.

Name of Investment Manager / Stockbroker

Address of Investment Manager / Stockbroker

Town  County

Post Code  Country



I apply to the scheme administrator of the receiving scheme to accept the transfer from the transferring scheme and to pay it into my SIPP. 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 confirm that I have not received any advice or recommendation in relation to the transfer from, a representative of Bank of Scotland Share Dealing SIPP or AJ Bell Management Limited or Sippdeal Trustees Limited.

**Additional declaration for transfers of income drawdown benefits (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.

Name

Signature

Date

## Transferring Scheme Instructions

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

For a cash transfer, your cheque must be made payable to 'Sippdeal Trustees Limited re [insert name of transferring member]' 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 Finance Act 2004.
- The transferring scheme's HMRC Pension Scheme Tax Reference.
- The Total Transfer Value.
- Whether the transfer contains any crystallised benefits 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 all transfers you must also return this Transfer Authority Form, or a copy of it, to us at the address shown above.

AJ Bell Management Limited is the Scheme Administrator of the Bank of Scotland Share Dealing SIPP. AJ Bell Management Limited is registered in England No. 3948391. Registered Office: 4 Exchange Quay, Salford Quays, Manchester M5 3EE. Authorised and regulated by the Financial Conduct Authority and on the FCA register under FCA register number 211468. Sippdeal Trustees Limited is a wholly owned subsidiary of AJ Bell Management Limited, registered in England No. 4050222. Registered Office: 4 Exchange Quay, Salford Quays, Manchester M5 3EE. Sippdeal Trustees Limited does not conduct any regulated activities, and is, therefore, not regulated.

Dealing and stock broking administration services are provided by the Bank of Scotland Share Dealing Service which is operated by Halifax Share Dealing Limited. Registered in England and Wales no. 3195646. Registered Office: Trinity Road, Halifax, West Yorkshire, HX1 2RG. Authorised and regulated by the Financial Conduct Authority under registration number 183332. A Member of the London Stock Exchange and an HM Revenue & Customs Approved ISA Manager.

