For trustees

Changing trustees

This document contains three deeds:
• Deed 1 – Deed of Resignation as a Trustee;
• Deed 2 – Deed of Removal of a Trustee, and
• Deed 3 – Deed of Assumption and Conveyance and Minute of Resignation of Trustees (Scotland only).
Please read these notes before completing this document:

a. Deeds 1 and 2 are designed for use with trusts governed by the laws of England, Wales and Northern Ireland and Deed 3 for trusts governed by the laws of Scotland. (Deed 1 can be used where the trust, from which the trustee is resigning, is governed by the laws of Scotland and where there is no simultaneous appointment of a new trustee(s)).

b. Removal:
Check to ensure the trust contains a power that allows the settlor to remove a trustee.

c. Removal/Resignation:
Most trusts provide that a trustee cannot resign/be removed unless two individual trustees/one corporate trustee remains in office. Appointment of new trustees should precede resignation/removal. Check the trust to see what it requires.

d. The complete form or a certified photocopy should be forwarded to Aegon’s Head Office at the address given on the back of this form.

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Deed 1
Resigning Trustee’s full name and address

Details of:
• Name of Settlor(s)
• Address of Settlor(s)
• Date of trust
• Policy number
• Name of Insurer
Add if applicable (for example, if a policy is held in Trust).

Date of signing this Deed

Signature of Witness and Witness details
Names of Continuing Trustees

Deed of Resignation as a Trustee

I, [Resigning Trustee’s full name and address], residing (now) at

Do hereby resign the office of trustee under a trust by

[Name of Insurer]

dated [D D M M Y Y Y Y] and relative to policy number

issued by

[Name of Insurer]

Executed by me on [D D M M Y Y Y Y]

Signature of Resigning Trustee

Witness signature

[Full name]

Address

Postcode

Occupation

I/We

being the Continuing Trustee(s) acting under the said trust hereby accept intimation of the foregoing resignation.

Signature of Continuing Trustee

[Signature]

[Full name]

Address

Postcode

Occupation

I/We

being the Continuing Trustee(s) acting under the said trust hereby accept intimation of the foregoing resignation.

Signature of Continuing Trustee

[Signature]
The foregoing is supplied as a specimen only. Individuals are advised to consult their solicitors or obtain such advice as may be necessary to ensure that their wishes are properly documented and given effect.

Deed 2

Name and address of Settlor(s) with power of removal under the Trust.

Date of trust

Policy number

Name of insurer

Name(s) of Trustee(s) being removed

Date of signing this Deed

Signature(s) of Settlor(s)

Signature of Witness and Witness details

Deed of Removal of Trustee

This Deed of Removal is made by

Name(s)

Address(es)

(the ‘Settlor’)

Whereas

The Settlor hereby, in accordance with the power conferred by a trust executed by the Settlor and dated relative to the policy number

[DD/MM/YYYY]

issued by

removes from office as a Trustee and discharges

from their obligations under that trust.

The Settlor hereby confirms that this Deed falls within Category A of the Stamp Duty (Exempt Instruments) Regulations 1987.

In witness whereof the Settlor has executed this Deed on

[DD/MM/YYYY 20YYYY]

as follows:

Signed as a deed and delivered by the Settlor in the presence of

Signed as a deed and delivered

by the Settlor in the presence of

Settlor signature

[Signature]

[Signature]

Witness signature

[Signature]

[Signature]

Settlor signature

[Signature]

[Signature]

Full name

Address

Postcode

Occupation

[Full name]

[Address]

[Postcode]

[Occupation]
The foregoing is supplied as a specimen only. Individuals are advised to consult their solicitors or obtain such advice as may be necessary to ensure that their wishes are properly documented and given effect.

<table>
<thead>
<tr>
<th>Deed 3</th>
<th>Deed of Assumption and Conveyance and Minute of Resignation of Trustees (Scotland)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Names and addresses of Present Trustees</td>
<td>I/We residing at</td>
</tr>
<tr>
<td></td>
<td>residing at</td>
</tr>
<tr>
<td>Name of Settlor(s) and Trust details</td>
<td>the present trustee(s) acting under a trust by</td>
</tr>
<tr>
<td></td>
<td>dated D D M M 2 0 Y Y</td>
</tr>
<tr>
<td></td>
<td>and relative to policy number issued by</td>
</tr>
<tr>
<td>Name(s) and address(es) of New Trustee(s)</td>
<td>Do hereby assume residing at</td>
</tr>
<tr>
<td></td>
<td>and residing at</td>
</tr>
<tr>
<td>Name(s) and address(es) of Retiring Trustee(s)</td>
<td>I/We the said residing at</td>
</tr>
</tbody>
</table>

*Leave blank if no resignation
The foregoing is supplied as a specimen only. Individuals are advised to consult their solicitors or obtain such advice as may be necessary to ensure that their wishes are properly documented and given effect.

**Do hereby resign** the office of trustee(s) under the said trust: and I/We the remaining trustee(s) and the New Trustees hereby accept intimation of the foregoing resignation:

The parties hereto hereby certify that this instrument falls within Category A of the Schedule to the Stamp Duty (Exempt Instruments) Regulations 1987.

**In witness whereof** these presents are subscribed by the parties hereto

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**Place and date of signing**

at

on

before the witness hereto subscribing.

**Designed for signature**

by all Trustees (i.e. those continuing, resigning and being newly appointed) at same time before same witness

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**Witness signature**

| x | x |

**Full name**

| x | x |

**Address**

| x | x |

| x | x |

**Postcode**

| x | x |

**Occupation**

| x | x |

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**Signatures of Trustee(s)**

| x | x |

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