

For customers

# Aegon Platform (AP3) key information document

Including the Aegon Individual Savings Account (ISA)  
and Aegon General Investment Account (GIA) key features documents.

The information that follows is accurate to the best of our knowledge and belief as at April 2025.

If your personal circumstances mean you need any additional support, or if you'd like a large print, Braille or audio version of this document, please visit [aegon.co.uk/additionalsupport](https://aegon.co.uk/additionalsupport) or call us on 0345 272 0089 (call charges will vary).

## Using this document:

This document gives you important information to help you make an informed decision about investing. You should read it carefully and then keep it safe for future reference.

## Other documents

It's important that you understand how the Aegon ISA and the Aegon GIA work and what the risks are before you decide to buy. Please take some time to read this document alongside some others.

- Your personal illustration
- Key Investor Information Document (KIID), fund factsheet, and any relevant consumer-facing sustainability disclosure report for each fund you invest in
- **Our charges guide**
- **The Aegon Platform (AP3) terms and conditions**

If you haven't yet received these items, you can find them on our website. Alternatively, please **contact us** or ask your adviser for copies. Aegon Financial Planning will provide documents detailing their services and the associated charges.

## Before you start reading

We've tried to use plain language to make these key features easier to understand. We highlight technical terms the first time they appear in the document and explain them in the definitions section at the end of this document.

We refer to 'you', 'we' and 'us' throughout the document. 'You' means the owner of the product and 'we' and 'us' means Aegon. In this document, Aegon means Cofunds Limited.

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# Part 1 – Key information on the Aegon Platform

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## About the Aegon Platform

The Aegon Platform is a digital service that lets you and your financial adviser, (if you have one), arrange, manage and track your investments easily. It offers:

- Access to products and investments in one convenient digital service.
- Online management of your Aegon Platform account.
- 24/7 access – to let you see how your portfolio is performing.

## The products available via the Aegon Platform

With the Aegon Platform, you'll hold an Aegon Platform account. This gives you access to an Aegon ISA and an Aegon GIA.

If you open an Aegon ISA, you'll receive a customer number for the Aegon Platform account and a separate product number for each Aegon product you open in your Aegon Platform account.

## About us

Our story started over 190 years ago, when we were founded as Scottish Equitable here in the UK. Today we're part of Aegon, a global financial services company.

In the UK we provide pensions, savings and investment solutions to customers always with a clear purpose: to help people live their best lives. We do that by partnering with financial advisers and employers.

## The role of the Aegon Platform

We're responsible for holding your investments safely on your behalf. We have a separate subsidiary company Cofunds Nominee Ltd, which is dedicated to securely holding investments separately from our own corporate assets and prevents Aegon from mixing investors' money with our own.

Cofunds Limited acts as the ISA manager for the Aegon ISA.

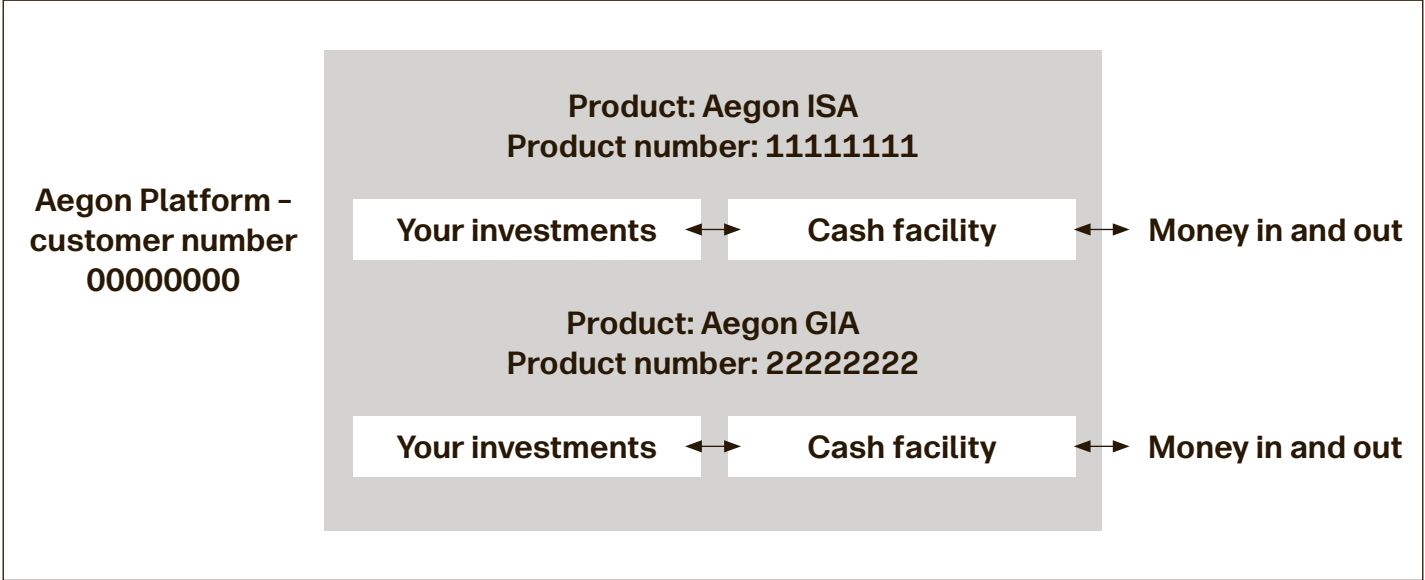
We don't assess or advise on the suitability or appropriateness of your investments. Your adviser, (if you have one), will do this for you. If you don't have an adviser it's up to you to decide on the appropriateness of the investments selected. If you need help or advice, please speak to an adviser.

## Applying for an Aegon ISA

As you'll see in the diagram below, if you apply for an Aegon ISA, we'll also automatically open a separate product called an Aegon GIA, if you don't already hold a suitable Aegon GIA with us. You'll pay your Aegon ISA fees and charges from your Aegon GIA.

There is no additional cost for opening the Aegon GIA. There are also no GIA charges if you don't use this product (ie no investments or cash in it). We'll only start charging for your Aegon GIA if you choose to invest in it in future, or if you hold money in the cash facility. See **Charges** for more information.

The diagram below provides a simplified overview of an Aegon ISA and the separate Aegon GIA.



**The cash facility**

As shown in the diagram above each product will have its own cash facility. When you pay money into the Aegon ISA, we pay it into the Aegon ISA's cash facility before it's invested. We'll also pay out withdrawals from here and your charges and fees if they can't be taken from your Aegon GIA. We tell you how to do this in the **Charges** section.

- It's your responsibility to make sure there's always enough money in the cash facility of your Aegon GIA to pay withdrawals and/or meet any charges due. If you don't, we may have to sell some of your investments to cover the withdrawals and/or charges due. See 'your charges' below for more information.
- Money in your cash facility earns interest. We'll calculate interest on any cash held in your cash facility each day, and credit that amount to your cash facility once a month. You can find the current **interest rate** on our website.

**Others involved in your investment:**

**Adviser (Aegon Financial Planning Manager):** may arrange to buy and sell investments on your behalf, and could provide financial advice and other ongoing services. We only operate with advisers who are authorised and regulated by the Financial Conduct Authority (FCA).

If you invest through an adviser they have responsibility for ensuring the investment is suitable for you. Your adviser may charge you a fee for the services they provide.

**HSBC:** currently the bank where your cash facility money will be held. We use these separate accounts to keep investors' money separate from our own.

**Investment managers:** also known as investment providers, they manage and provide the different investment options available through the Aegon Platform.

# Charges

## What charges will apply when I invest?

The Aegon Platform has a clear and flexible charging structure so you'll know exactly what you're paying for. There are four main charges:

- **Annual charge** – this pays for the administration of your Aegon Platform account.
- **Investment charge** – this covers the investment manager's charge for your chosen investments.
- **Adviser charges** – if you have an adviser, you'll agree a fee for the advice or service they provide. This will usually be paid from your product.

## How much will I have to pay?

To find details of the charges that apply, see your illustration. You'll find a copy in your online document library. Alternatively, your adviser (if you have one) will be able to provide you with details. We may vary these charges. If we do so we'll let you know. You can find details of the type of charges that may apply in our **Charges guide**. Details of Aegon Financial Planning's adviser charges can be found in their Tariff of Charges document. You can find a copy online or from your adviser.

## Paying investment charges

The investment charge is normally calculated daily and either taken directly from the investment or taken into account in the fund's unit price calculation, so you won't see it as a separate charge. Please refer to the Key Investor Information Documents or fund factsheets for details of the charges that apply to the investments selected.

## How to pay the annual charge and any adviser charge

We'll take all charges from your Aegon GIA using the method shown below. Please note that the annual charge also applies to cash balances held in the Aegon GIA.

### 1. If you have enough available cash in the Aegon GIA's cash facility to cover all charges

We use the available cash from the GIA's cash facility to pay all the charges.

### 2. If you don't have enough available cash in the Aegon GIA cash facility

If there isn't enough money in your cash facility, we'll automatically take any available cash, then sell from the highest value investment available in the Aegon GIA to the smallest until we have enough to cover the remaining charges due.

If we have to sell investments from your Aegon GIA to pay charges this could create a **capital gains tax** liability depending on your personal circumstances. **See the Tax section** for more information.

If your Aegon GIA doesn't have enough in the cash facility or in investments, we'll re-direct the charge back to your Aegon ISA and deduct from that product.

Please remember to keep the cash facility of your Aegon GIA regularly topped up to cover the charges due.

## Other important information

### How to contact us

If you've any questions about your account at any time you can phone or write to us, or visit our support and contact pages at [aegon.co.uk/support](https://aegon.co.uk/support). If you need financial advice please contact your adviser.



Call us on: 0345 272 0089,  
Monday to Friday, 9.00am to 5.00pm  
(Call charges will vary).



Aegon Platform 3,  
Sunderland SR43 4DP

If your personal circumstances mean you need any additional support, or if you'd like a large print, Braille or audio version of this document, please call us on the number above or visit [aegon.co.uk/additionalsupport](https://aegon.co.uk/additionalsupport)

### How do I make a complaint?

We hope you never have cause to complain, but if you have a complaint about any part of our service, you can contact us:



Phone: 0345 272 0089.



Post: you can write to us at Complaints  
Department, Aegon Platform 3,  
Sunderland SR43 4DP.

You can also read our [\*\*Complaints procedure\*\*](#) for full details. A printed version of our complaints procedure is available on request.

If you're not satisfied with our response, you can raise the issue with  
The Financial Ombudsman Service



Phone: 0800 023 4567



Website: [financial-ombudsman.org.uk](https://financial-ombudsman.org.uk)

Making a complaint to Aegon or referring it to the Financial Ombudsman Service won't affect your legal rights. If your complaint relates to financial advice received from Aegon Financial Planning please refer to them.

### Is my money covered by the Financial Services Compensation Scheme?

You may be able to seek compensation from the Financial Compensation Scheme for up to £85,000 if we can't meet our obligations (for example, if we were to become insolvent or unable to meet the claims against us). Please see our [\*\*Investor Protection Guide\*\*](#).

You can get more information about compensation arrangements from the Financial Services Compensation Scheme by calling them on 0800 678 1100 or 020 7741 4100 or by visiting [fscs.org.uk](https://fscs.org.uk). Full details are also available from your adviser (if you have one).

### Are there any risks?

**Platform risk:** As you're investing through a platform there's a risk that an investment manager's systems and ours may show that you hold differing amounts while transactions are being processed. If the systems weren't aligned and we went out of business at the same time, you may not get back the full value of your investment.

#### Investment risk:

- The value of investments, and any income taken from them, can fall as well as rise and you may get back less than you invest. In addition, there's the potential for reduction in the value of your investment as a result of taking charges or selling investments for withdrawals.
- There are specific risks relating to the funds you can invest in. Investment risks can be found in the relevant Key Investor Information Document or fund factsheet.



## Aegon Platform (AP3) Terms and conditions

This key information document gives you the key features of the Aegon ISA and Aegon GIA products. It doesn't include all the definitions, exclusions and terms and conditions. You can find full details of the products in the **Aegon Platform (AP3) terms and conditions**. We supply a copy of the Aegon Platform (AP3) terms and conditions, when you open your Aegon ISA with us. For the most up to date copy please visit the **website** or **contact us**.

We have the right to make changes to the Aegon Platform (AP3) terms and conditions in certain circumstances. If this happens, we'll write to you and explain the changes.

### How we support advisers

We provide intermediary firms and advisers with additional benefits that designed to enhance the quality of their service to you. These benefits may include some or all of the following: training, software, seminars and marketing materials. Further details of any benefits received from us are available on request from your intermediary firm/adviser.

### How we pay our employees

We pay our employees a base salary and, dependent on their role, a yearly bonus. The bonus paid is based on meeting a number of targets set at the beginning of the year. These include the level of profit the company makes from new and existing business. It is also dependent on non-financial targets, such as the quality of service we provide.

### Client categorisation

There are various categories of client set out in the financial regulations. If you buy one of our products referred to in this document, we'll treat you as a 'retail client'. Being a retail client gives you the greatest level of protection under the regulations and ensures you get full information about any products you buy.

You can choose to be categorised as a professional client or an eligible counterparty, but this means you receive less information about our products and services. Also, you would not be entitled to receive a suitability report or appropriateness assessment where these would be required for retail clients.

If, under the regulations, you're a professional client or eligible counterparty, we'll still treat you as a retail client although this wouldn't necessarily mean that you'd be eligible to refer any complaints to the Financial Ombudsman Service or to make a claim under the Financial Services Compensation Scheme.

### Conflicts of interest

During the life of your investment, conflicts of interest may arise where we have competing interests with our advisers, intermediaries or customers. To ensure we treat customers consistently and fairly we maintain a **Conflicts of interest policy** on how to identify and manage these conflicts.

A summary of our policy is detailed below. We:

- a. Will consider the interests of all our customers and treat them fairly.
- b. Will manage conflicts of interest fairly to ensure that all customers are treated consistently and to prevent any conflicts of interest from giving rise to a material risk of damage to the interests of our customers.
- c. Have in place procedures to ensure that staff identify and report any new conflicts.
- d. Will keep a written record of any conflicts or potential conflicts.
- e. If appropriate, we will disclose any relevant conflict to a customer before undertaking business with that customer.
- f. Will carry out an annual review to identify any new conflicts.
- g. Will ensure new business developments identify any new conflicts of interest.

This policy applies to any company to whom we delegate any of our responsibilities.



## Our UK Retail Order Execution Policy

We maintain a Retail **Order Execution Policy** in accordance with all FCA Conduct of Business rules. You should read this document before investing as it tells you how we deal with investment instructions.

## Law and language

All correspondence will be made in English. All communications from us will normally be by letter, email or telephone. The law of England

and Wales will apply to any legal dispute and the courts of England and Wales shall have exclusive jurisdiction to settle any such dispute. Full details of the legally binding contract between you and us is contained or referred to in the **Aegon Platform (AP3) terms and conditions**.

## Part 2 – Key features of the Aegon Individual Savings Account (ISA)

**keyfacts**®

### Provided by Cofunds Limited

The Financial Conduct Authority (FCA) is a financial services regulator. It requires us, Aegon, to give you this important information to help you decide whether the Aegon ISA is right for you. You should read this document carefully so that you understand what you are buying, and then keep it safe for future reference.

This document is important as it governs your rights as an investor.

If you have a question about any of the information provided in this document, please **contact us**. If you're not sure and need financial advice please contact Aegon Financial Planning.

### Its aim

The Aegon ISA is a Stocks and Shares ISA, enabling you to hold funds in a tax-efficient way to provide the potential for capital growth and income over the medium to long term.

Within the Aegon ISA, you can invest in the range of investments available through Aegon Financial Planning on the Aegon platform.

### Your commitment

You're committing to:

- Making payments within the annual ISA allowance set by the government, or making

full or partial transfers to an Aegon ISA from another provider, or both.

- Regularly reviewing your Aegon ISA. This will let you check that you're on track to achieve your expected goals.
- Making sure there's enough cash in your Aegon GIA cash facility to cover your charges to avoid selling investments or paying them from your Aegon ISA.

You can keep your investment for as long as you want but you should consider it as a medium to long-term investment. You should be prepared to invest for at least five years, ideally longer.

### Risks

The value of your investment and the income from it can go down as well as up. You may get back less than you invest.

The tax treatment of ISAs may change so that investing in funds through the Aegon ISA is no longer a tax efficient option.

For risks specific to each fund, please see the relevant fund specific information, including Key Investor Information Documents, factsheets or fund prospectuses.

You can find copies of the documents by logging into your online dashboard if you have access, and viewing it in the document library. Please **contact us** if you don't have access.

## Questions and answers

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## Understanding and opening my product

### What type of ISA is an Aegon ISA?

The Aegon ISA is a Stocks and Shares ISA.

Stocks and Shares ISAs invest in a wide range of stock market-based investments.

For risks relating to stock market-based investments, please see the relevant Key Investor Information Documents or fund factsheets. If you don't have online access, please **contact us**.

### What are the tax benefits of the Aegon ISA?

The tax benefits of the Aegon ISA are that:

- You have no personal liability to Income or **capital gains tax** on any income and growth generated by your Aegon ISA.
- Any interest earned from the cash held within the Aegon ISA cash facility is also tax free. There's also no requirement to declare ISA income or gains on your tax return.
- Rebates (which is a payment back to you of some of the cost of investing into a fund) are not subject to tax if they are held in an ISA.

You should be aware that:

- If the tax treatment of ISAs changes in future, investing through the Aegon ISA may no longer be a tax-efficient option.
- The value of tax benefits depend on your individual circumstances. The favourable tax treatment of ISAs may not be maintained in the future.
- Any losses made in an ISA can't be set against gains elsewhere in your Aegon Platform account for tax purposes.
- ISAs don't offer protection from inheritance tax.

The information in this section is based on our understanding of current taxation law and HMRC practice which may change. Please speak to your adviser, (if you have one), for further information on tax.

What are the charges?

For information on your specific charges please refer to your illustration. The **charges guide** gives general information on the type of charges you might pay. Please see the Aegon Financial Planning Tariff of Charges for details of their adviser charges.

Who can invest into an Aegon ISA?

To invest in an Aegon ISA you:

- Must be aged 18 or over.
- Must be resident in the UK for tax purposes, unless you’re currently a Crown employee working overseas, their spouse, or registered civil partner.

In addition you:

- Can’t apply if you’re a US citizen or US tax payer.
- Must not invest more than the current annual ISA allowance, see below for details.

Can Aegon ISAs be held jointly?

No, Aegon ISAs can only be held in a single name.

How much can I pay into ISAs each tax year?

It’s possible to pay up to the annual ISA allowance into an ISA each tax year. The current ISA allowance is £20,000. For example you could choose to pay in:

- The full £20,000 to a stocks and shares ISA and nothing to any other type of ISA.
- £5,000 to a cash ISA, £15,000 to a stocks and shares ISA and nothing to any other type of ISA.
- A combination of amounts across different ISA types and providers up to the annual ISA allowance of £20,000 as allowed under the ISA regulations.

For the current tax year you can pay in:

Lump sums	Regular payments
From £1 to £20,000	From £1 per month. The total of the regular payments, plus any lump sums, made in a tax year must not exceed the annual ISA allowance.

If you choose to pay regular payments into your Aegon ISA, the total amount paid in must not exceed the annual ISA allowance detailed above.

Transferring money from an ISA from a previous tax year doesn’t count towards your annual ISA allowance for the current tax year.

For full information on your annual ISA allowance visit [hmrc.gov.uk/individual-savings-accounts](https://www.hmrc.gov.uk/individual-savings-accounts)

What are the options for paying money into my Aegon ISA?

Method	Regular payments	Single payments	Transfer payments
Cheque	✗	✓ No post-dated cheques accepted	✓
BACS, CHAPS, Faster Payments	✗	✓	✓
Direct Debit	✓	✗	✗
Debit Card	✗	✓	N/A

Is it possible to stop or change the amount of regular payments?

Yes. Regular payment amounts can be changed at any time. It's also possible to stop or to take a break from making payments whenever required, leaving your savings invested. Any payment break is likely to reduce the amount shown in your illustration you'll receive if you set up regular payments.

Can I transfer an existing ISA to the Aegon ISA?

Yes, you can transfer existing Stocks and Shares ISAs and Cash ISAs held with other ISA providers into the Aegon ISA. We don't charge you for ISA transfers.

Please note, should you transfer from a Lifetime ISA to an Aegon ISA, the Lifetime ISA status will be lost along with any other benefits specific to that ISA. A transfer from a Lifetime ISA is treated as a withdrawal and may be subject to a government specified withdrawal charge of 25% of the value of the amount withdrawn.

Transferring ISAs to the Aegon ISA can give you the convenience of having all your ISA investments in one account. This can make it easier to follow your investment performance and to make changes to your portfolio as required. Also, all your ISA investments will be detailed on one consolidated statement.

Transferring current and previous years ISA subscriptions

You can transfer your existing ISA savings into an ISA with us. You can choose to transfer some or all of your savings from previous years but if you want to transfer any current year savings, you'll have to transfer the full current year amount as we don't support the partial transfer of current year subscriptions. Transferring does not affect your annual ISA allowance. You can transfer as many ISAs as you want to us.

If you're transferring from a flexible ISA, please be aware that you will lose the ability to replace any withdrawals made before the transfer. In order not to lose that ability, you will need to repay the amount withdrawn before transferring to us.

Do I have to complete a new application for every tax year I pay into my ISA?

No it's a continuous application, but if you have a gap of at least one full tax year between subscriptions you'll need to complete a new declaration. You'll do this when you go through the standard pay-in process.

## Managing my investments

### What are my investment options?

The Aegon Platform offers different investment options. This can help you build an investment portfolio that has the potential to meet your financial goals. If you have an adviser, they'll be able to help you find the right investments to meet your needs if you're not sure.

### Where are payments and/or cash transfer payments invested?

We'll put payments and/or cash transfer payments into your cash facility, then invest them according to your instructions after taking any applicable charges. If we don't receive an investment instruction, the cash will stay in the cash facility.

### How can I monitor my investment?

You can check online to see how your Aegon ISA investments are performing. We'll also send you statements every three months showing the value of your investments. You can also **contact us** or your adviser.

### Can I change the investments in my Aegon ISA?

Yes, you can do this as often as you want. This is known as switching.

If you sell and buy an investment as part of the same switch request, we'll place the instruction to buy your new fund(s) when we get confirmation of the sell price(s) of the fund(s) you're switching out of.

### Important

In certain circumstances where you have instructed a switch, the ISA's cash facility may show a negative balance for a few days until the sale proceeds have been received.

### Withdrawals

#### Can I withdraw money from my Aegon ISA?

Yes, you can withdraw some or all of your money whenever you want. The minimum withdrawal amount is £100 and it may take 3-5 business

days to clear into your chosen bank account. Withdrawals from an ISA are free from any income tax.

The Aegon ISA is a flexible ISA. This means that as well as making contributions up to the £20,000 ISA annual allowance limit (assuming you haven't used it elsewhere), you can also replace any money you have withdrawn and income you have taken from your Aegon ISA in the current tax year (as long as you do so before the end of the tax year). For further information on how this works and what's included, please go to our FAQ page.

### How will you pay my withdrawals?

We'll pay the withdrawal from the cash facility of your Aegon ISA. If there isn't enough cash in the Aegon ISA cash facility to make the withdrawal payment, we'll sell down some of your investments. The process for this is the same process as outlined in the **How to pay the annual charge** and any adviser charge questions.

### What are the options for income distributions?

You have three options for the money generated as income from an investment **(income distributions)**:

- Leave income as cash within the cash facility of your Aegon ISA. Any income left as cash in the cash facility may be used towards payment of charges or requested withdrawals.
- Reinvest income back into the same fund at the next trading point, so that it helps to grow your savings over time.
- Take as consolidated natural income (CNI) and pay into your nominated bank account. We combine all **income distributions** received to your cash facility since your last payment and, subject to there being at least £2.50, pay out a single income payment to your nominated bank account.



This payment counts as a withdrawal from your Aegon ISA. We pay CNL on or around the 12th of each month. Your payment amount may vary each month as it depends on the amount and frequency different investment managers pay distributions from your investment(s).

### **What happens to my Aegon ISA when I die?**

Your Aegon ISA won't lose its tax exempt status when you die. Unless your Aegon ISA is closed beforehand, this will last until the administration of your estate is complete or the date three years since your death is reached, whichever is sooner.

### **Additional Permitted Subscriptions**

It's possible for your surviving spouse or registered civil partner to get an additional ISA allowance usually equal to the value of your ISA(s) on the date of your death. Known as an Additional Permitted Subscription or APS, this can be used on top of their usual annual ISA allowance. The additional APS allowance lasts until the later of the date three years after your date of death and the day 180 days after the administration of your estate is complete.

The maximum amount of the APS allowance will depend on whether your surviving spouse or registered civil partner starts to use the allowance during the period in which your ISA is tax exempt. If they do, their APS allowance will be the value of your ISA on the date of your death. If they start to use it after the end of your ISA's tax-exempt period, their APS allowance will be the higher of the value of your ISA at the date of your death and the value of your ISA at the end of the tax-exempt period.

Please see the **[Aegon Platform \(AP3\) terms and conditions](#)** or speak to your adviser for more information on Additional Permitted Subscriptions.

## **Other important information**

### **If I change my mind, can I cancel my Aegon ISA?**

Yes, you have 30 days from the date you receive your product documents to cancel. This will be the later of:

- Two days (excluding Sundays) after we post out the contract note.
- The date you receive your confirmation of application into your document library. We'll tell you if a different cancellation period applies to you.

### **How do I cancel?**

If you want to cancel, we need to receive a signed letter instructing us that you'd like to cancel at the following address: Aegon Platform 3, Sunderland SR43 4DP.

Provided you cancel within the 30-day period subject to the conditions below, your cash and any adviser charge or Aegon Platform annual charge will be returned to you.

### **Please note:**

- If the value of your investment falls between the date your money was invested and the date we receive your instruction to cancel, you may receive back less than you invested.
- If the value of your chosen investment rises between these two dates, you'll only receive back the amount invested.
- We pay interest on cash held in the cash facility but you'll only get back the value remaining after we account for any applicable payments detailed above.

Before sending your money to you, we may need to carry out additional security checks and ensure all payments have been cleared, which may delay payment to you.



## After 30 days

You won't be able to cancel outside the 30-day period, and the investment will be subject to the risks detailed in this document and the KIID(s) factsheets and prospectuses for the investment(s) you've chosen to invest in.

## Cancelling an ISA transfer

The 30-day period also applies to ISA transfer requests. Provided you cancel within the 30-day period, you may choose to transfer the ISA back to your previous ISA manager (if they are willing to accept it), or transfer to another ISA manager.

## Complaints

If you wish to complain about any aspects of the service you've received, please refer to the **How do I make a complaint** section.

Making a complaint to Aegon or the Financial Ombudsman Service won't affect your legal rights.

## Can I get compensation from the Financial Services Compensation Scheme?

Your investment is protected in accordance with FCA regulations. If we become insolvent, you may be entitled to compensation under the Financial Services Compensation Scheme. Most types of investment business are covered for 100% of the first £85,000 for each investors claim, so the maximum compensation is £85,000.

During the course of your investment, cash may be held with a Banking third party on our behalf. If we become insolvent, your cash is protected in accordance with the FCA's client money regulations. If the Banking third party becomes insolvent, you may be entitled to compensation under the Financial Services Compensation Scheme. Cash accounts are covered for 100% of the first £85,000 of each customers claim with each deposit-taking institution.

Full details are defined in our **Investor Protection guide**. If you don't have online access, please **contact us**. You can also find more information about compensation arrangements from the Financial Services Compensation Scheme by calling them on 0207 741 4100 or visiting **fscs.org.uk**

Provided by Cofunds Limited

The Financial Conduct Authority (FCA) is a financial services regulator. It requires us, Aegon, to give you this important information to help you decide whether the GIA is right for you. You should read this document carefully so that you understand what you are buying, and then keep it safe for future reference.

This document is important as it governs your rights as an investor.

If you have a question about any of the information provided in this document, please **contact us**. If you're not sure and need financial advice, please contact Aegon Financial Planning.

Its aim

To provide you with an account where you can:

- Use it to pay your fees and charges to avoid charges eating into your tax efficient ISA savings.
- Invest directly into a range of investments.

Your commitment

This will depend on how you use your Aegon Platform account.

As you'll be using your Aegon GIA for paying your Aegon ISA fees and charges, you commit to:

- Making sure there's enough cash paid into your cash facility to cover the charges due to be taken from your Aegon GIA. Please see the questions and answers section below for full details of how this works.

If at any point you choose to use your Aegon GIA for investing, you commit to:

- Making sure there's enough cash in your cash facility to cover all your charges and any withdrawals.
- Regularly reviewing your Aegon GIA to check that you're on track to achieve your expected goals. You can keep your investment for as long as you want, but you should consider it as a medium to long-term investment. You should be prepared to invest for at least five years, ideally longer.
- Making payments within the minimum amounts shown below (there is no maximum amount).

Type of investment	Minimum amount
Initial investment amount	£1
Regular investment amount	£1 a month
Additional lump sum investment	£1
Transfer	£1

Some assets might have their own minimum investment amount. For details of the minimum investment amounts, speak to an adviser or refer to the fund Key Investor Information Document.

## Risks

If you use your Aegon GIA for investment purposes, your main risk is that the value of your investment, and any income you take from it can fall as well as rise, isn't guaranteed and you could get back less than you invest.

Although the investment has no fixed term, you should be prepared to hold the investment for at least five years, ideally longer.

For risks specific to each fund, please see the relevant fund-specific information, including Key Investor Information Documents, factsheets or fund prospectuses. You can find copies of the documents by logging into your online dashboard if you have access, and viewing it

in the document library. Please **contact us** for copies if you don't have access.

We may have to sell some of your Aegon GIA investments, if you have any, to cover any charges due if you don't have enough cash in your cash facility. If we have to sell investments this could create a **capital gains tax** liability depending on your personal circumstances. Please see the questions and answers section below for full details.

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## Questions and answers

### Understanding and opening my product

#### What are the main features of investing in the Aegon GIA?

The Aegon GIA is a general purpose investment account that lets you have a variety of investments. Unlike an ISA it doesn't offer any tax advantages. It's also used to pay charges related to your Aegon ISA. See the **Charges** section for more information.

- You can invest single and/or regular payments and transfer in cash values from another GIA provider.
- You're not usually subject to restrictions on when you can access your money.
- It also incorporates a cash facility.

#### Can I transfer my GIA(s) from another GIA provider?

Yes. We'll accept transfers into and away from us and we won't charge you for this. However, the other GIA provider may charge or may not accept such transfers. You may also be charged for re-registering your investments in the name of a new provider.

#### Can I open another Aegon GIA?

Yes, you can open as many Aegon GIAs as you like for different savings purposes.

### What are the charges?

For information on your specific charges please refer to your illustration and the [charges guide](#). Details of Aegon Financial Planning's adviser charges can be found in their Tariff of Charges document. You can find a copy online or from your adviser.

### How much can be paid into my Aegon GIA?

There is no maximum amount that you can pay into your Aegon GIA.

### What options are available for paying money into my Aegon GIA?

Method	Regular payments	Single payments	Transfer payments
Cheque	✗	✓ No post-dated cheques accepted	✓
BACS, CHAPS, Faster Payments	✗	✓	✓
Direct Debit	✓	✗	✗
Debit Card	✗	✓	✓

### Can I change my payments or take a break?

Yes. You can change or stop regular payments at any time within the minimum amounts. Any payment break is likely to reduce the amount shown in your illustration you'll receive if you set up regular payments.

### Managing my investments

#### Where are my payments invested?

We'll put your payments directly into your cash facility. We'll then invest them according to your instructions.

You can set up a regular investment instruction for certain types of investment. Some transactions might need your signed approval.

#### Can I change what I'm invested in?

Yes, you can switch between funds and do this online.

#### Important

If you choose to change how you're invested, there can sometimes be a gap between investment managers paying the proceeds from the fund(s) you sold, and the purchase of your new fund being processed. To minimise this sort of delay, and the time your savings could be uninvested as a result, we'll use any available cash in your cash facility, then make

up the difference for you to buy your new fund(s) before we receive the proceeds from the fund(s) you sold.

If we have to do this, your cash facility will show a negative balance until we receive the sale proceeds. Typically we'll receive sale proceeds after one to three business days, but it can be up to six days depending on the investments being sold.

In these circumstances any negative balance in your cash facility won't affect your product value. This is because we account for the proceeds from the pending sale instruction when we calculate your product value. We'll send you a contract note confirming the details when the transaction is complete.

## Switching when receiving income distributions

If you're taking consolidated natural income<sup>1</sup>, we'll still pay out any **income distributions** you're due to receive after you fully switch out of an investment.

<sup>1</sup>We combine all **income distributions** received to your cash facility since your last payment and, subject to a minimum of £2.50, pay out a single combined income payment to your nominated bank account.

## How can I monitor my investment?

You can check online to see how your Aegon GIA investments are performing. We'll also send you statements every three months showing the value of your investments.

## Withdrawals

### Can I withdraw money?

Yes, you can withdraw some or all of your money whenever you want. The minimum withdrawal amount is £100 and it may take 3-5 business days to clear into your chosen bank account.

If we sell any investments to make a withdrawal, you might be liable for **capital gains tax** depending on your personal circumstances. You can withdraw all your money at any time and close your Aegon GIA if you want to. There's no charge for doing this.

### How will you pay my withdrawals?

If there isn't enough cash in the Aegon GIA cash facility to make the withdrawal payment, we'll sell down some of your investments. The process for this is the same process as outlined in the **How to pay the annual charge and any adviser charge** and any adviser charge questions.

## Tax

### What tax could I pay if I only use my Aegon GIA to pay my Aegon ISA charges?

Interest earned from cash held in the Aegon GIA cash facility is paid net of basic rate tax, which is deducted at source and paid to HM Revenue & Customs (HMRC). Depending on your circumstances, you may be able to reclaim this tax or you may have additional tax to pay.

## What tax could I pay if I invest in my Aegon GIA?

### 1. Income Tax

The tax treatment on funds will depend on the type of fund you hold.

#### Unit trusts and OEICs

The treatment of income will depend on whether a fund is dividend-paying or interest-paying:

- Income from dividend-paying funds is currently paid **gross**. Individuals currently benefit from a tax free £500 dividend allowance. Any dividends over your tax-free dividend allowance will be subject to tax at your **marginal rate of income tax**.
- Income from interest-paying funds is currently paid **gross**. Your Personal Savings Allowance means that if you're a basic-rate taxpayer you'll be able to earn up to £1,000 in savings income tax free. Higher-rate taxpayers will be able to earn up to £500. Additional-rate taxpayers don't qualify for a Personal Savings Allowance. Any interest you earn over your Personal Savings Allowance will be subject to tax at your **marginal rate of income tax**.

### 2. Capital Gains Tax

If you sell your investment, any growth may be subject to **capital gains tax** (CGT), if you exceed your annual **CGT** allowance. Share class conversions may be subject to **CGT**.

### Sale of funds to pay charges from your Aegon GIA

Please note that if charges aren't paid for from the cash facility of your Aegon GIA, selling funds to pay them is a withdrawal from your investment and will create a potential **CGT** liability.

### 3. Tax on rebates

We have to deduct basic rate tax from rebates. You may be able to reclaim this tax from HMRC or be liable for additional tax depending on your individual circumstances.



The tax treatment depends on your individual circumstances and may be subject to change in future. This information is based on our understanding of current taxation law and HMRC practice, which may change. Please speak to your adviser or a tax expert for more information on tax. You can also visit [gov.uk/income-tax](https://www.gov.uk/income-tax)

## Other important information on the Aegon GIA

### What happens to my Aegon GIA when I die?

When we're told about your death, your Aegon GIA will remain invested until we receive an original full death certificate and an original or certified copy of the grant of probate confirming the appointment of your personal representatives. Once we receive this, we'll recognise the personal representative(s) of your estate as the holder(s) of the Aegon GIA and take their instructions.

Where there is another holder of the Aegon GIA and we're notified of the death of one of the holders, the Aegon GIA will automatically pass to the surviving holder.

### If I change my mind, can I cancel?

Yes, you have 30 days from the date you receive your product documents to cancel. This will be the later of:

- Two days (excluding Sundays) after we post out the contract note.
- The date you receive your confirmation of application into your document library. We'll tell you if a different cancellation period applies to you.

### How do I cancel?

If you want to cancel, we need to receive a signed letter instructing us that you'd like to cancel at the following address: Aegon Platform 3, Sunderland SR43 4DP.

Provided you cancel within the 30-day period, subject to the conditions below, your cash, any ongoing adviser charge that we've not yet taken

from your cash facility, and any Aegon Platform annual charge will be returned to you. We'll arrange repayment of any adviser charge that has already been taken.

### Please note:

- If the value of your investment falls between the date your money was invested and the date Aegon receives your instruction to cancel, you may receive back less than you invested.
- If the value of your chosen investment rises between these two dates, you'll only receive back the amount invested.
- We pay interest on cash held in the cash facility but you'll only get back the value remaining after we account for any applicable payments detailed above.
- For any one-off adviser fees requested at or around the time of the original investment that have already been paid to your adviser, we'll arrange repayment to you.

Before sending your money to you, Aegon may need to carry out additional security checks and make sure all payments have been cleared, which may delay payment to you.

### After 30 days

You won't be able to cancel outside the 30-day period, and the investment will be subject to the risks detailed in this document and the KIID(s) for the fund(s) you have chosen to invest in. If you want to withdraw after this period then all fund management charges will apply and there may be a potential tax liability applied to your investment.



## Cancelling a fund transfer

The 30-day period also applies to transfers/re-registration requests. Provided you cancel within the 30-day period, you'll be given the options below. Please indicate which option you want in your cancellation letter.

- Transfer/re-register your investment back to the previous fund manager – we require confirmation of your customer account number with the fund manager in question. If you don't supply your account number we will not be able to re-register your investment.
- Cancel the contract and return your money to you – if you choose this option you may be subject to **capital gains tax**.

## Complaints

If you wish to complain about any aspects of the service you've received, please refer to the **How do I make a complaint** section.

Making a complaint to Aegon or the Financial Ombudsman Service won't affect your legal rights.

## Can I get compensation from the Financial Services Compensation Scheme?

Your investment is protected in accordance with FCA regulations. If we become insolvent, you may be entitled to compensation under the Financial Services Compensation Scheme. Most types of investment business are covered for 100% of the first £85,000 for each investors claim, so the maximum compensation is £85,000.

During the course of your investment, cash may be held with a Banking third party on our behalf. If we become insolvent, your cash is protected in accordance with the FCA's client money regulations. If the Banking third party becomes insolvent, you may be entitled to compensation under the Financial Services Compensation Scheme. Cash accounts are covered for 100% of the first £85,000 of each customers claim with each deposit-taking institution.

Full details are defined in our **Aegon Platform Investor Protection guide**. If you don't have online access, please ask your adviser for a copy (if you have one) or **contact us**. You can also find more information about compensation arrangements from the Financial Services Compensation Scheme by calling them on 0207 741 4100 or visiting **fscs.org.uk**

# Part 4 – Definitions

Term	Definition
BACS	An electronic system to make payments directly from one bank account to another. They're mainly used for Direct Debits and direct credits from organisations. Payments work on a three-day cycle, taking three working days to clear.
Capital Gains Tax	A tax on the increase in the value of things you own (like investments held in your Aegon GIA for example) during the time you have owned them. Any tax is due when you 'dispose' of them (usually by selling them or giving them away). The rate of tax you pay depends on your personal tax position. Tax is only payable on gains in excess of the annual exemption. You can find out more at <a href="https://gov.uk/topic/personal-tax">gov.uk/topic/personal-tax</a>
CHAPS	A same-day automated payment system for processing payments made within the UK.
Income distributions – also known as distributions	Investment income is passed back to investors by the fund provider.
Faster Payments	A payments-clearing scheme for electronic sterling payments in the UK. Most electronic payments sent through FPS will arrive at the recipient bank on the same day – as long as both the sending and the recipient banks are participating in the scheme and the payment amount falls within the scheme limit.
Gross	Gross means before tax.
Marginal rate of income tax	The marginal rate of tax is the highest percentage of tax payable on your next pound of income after taking into account your other income, your available allowances and the agreed tax bands.

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