

Aegon Self-Invested Personal Pension (Aegon SIPP) pack

About this pack

Use this pack to provide details for a new client application. This pack can be used for multiple applications. Where you're applying to make a transfer payment from another **registered pension scheme**, or a recognised overseas pension scheme, you must also complete a separate Aegon SIPP Transfer authority, and an Aegon SIPP Re-registration where applicable, for each transfer you're making.

Do not complete this if you want to make a transfer payment from an existing capped drawdown or **flexi-access drawdown** plan. Please complete the Aegon SIPP Drawdown to drawdown transfer form instead.

If you want to add a transfer payment from a retirement annuity contract that is written under trust, or a pension attachment order (also known as an earmarking order) or a bankruptcy order applies to your current pension arrangement, we may not be able to accept the transfer payment. If you think this applies to you, please speak to your intermediary and do not complete this form.

You should complete this form if you want to set-up an Aegon SIPP but do not want to take pension benefits immediately. Your Aegon SIPP sits under the Aegon Self Invested Personal Pension Scheme, which is a **registered pension scheme**.

Remember, your intermediary should complete the '**Intermediary charge instruction**' section in this form, if you want to facilitate payment of charges to your intermediary from your Aegon SIPP.

If you have enhanced or fixed protection, setting up an Aegon SIPP will lose you your protection unless it is solely being set up to receive permitted transfer(s).

We'll automatically open an Aegon General Investment Account (GIA) with the new Aegon SIPP, if you don't already have one. You can find more information about this in the Aegon Platform terms and conditions and the Aegon SIPP key features document.

This application is for a contract with Aegon

This application will form the basis of a contract with Aegon (a brand name of Scottish Equitable plc). When you answer a question, you must give all relevant information. This means that you must completely and accurately disclose all of the facts when answering each question. The tax information given in this form is based on our understanding of current taxation law and HM Revenue & Customs (HMRC) practice, which may change.

Check any details that are already filled in

If any details are already completed (based on what you've told an intermediary), you should check these before you sign the declaration and consent in section 14. If you find any details that are incorrect or incomplete, you should change them, initial the changes and let the intermediary know.

Contents

Please complete this form in BLOCK CAPITALS and ball point pen and email it to:
aegoncofundsadministration@aegon.co.uk

Our email system and the way we deal with data internally is secure. However we're unable to ensure the security of emails before they reach us. Please consider this when sending us sensitive information.

Please tick the boxes to show what sections have been completed, this pack is split into the following sections:

- | | |
|--|--------------------------|
| 1. Personal details | <input type="checkbox"/> |
| 2. Eligibility | <input type="checkbox"/> |
| 3. Your employer's pension schemes | <input type="checkbox"/> |
| 4. Transfer payment | <input type="checkbox"/> |
| 5. Funding the pension | <input type="checkbox"/> |
| 6. Third Party/employer details | <input type="checkbox"/> |
| 7. Confirmation of verification
and Money Laundering | <input type="checkbox"/> |
| 8. Money purchase annual allowance (MPAA) | <input type="checkbox"/> |
| 9. Investment choice | <input type="checkbox"/> |
| 10. Intermediary details (for intermediaries only) | <input type="checkbox"/> |
| 11. Intermediary charges instruction
(for intermediaries only) | <input type="checkbox"/> |
| 12. Instruction to your bank or
building society to pay by Direct Debit | <input type="checkbox"/> |
| 13. How we treat your personal information | <input type="checkbox"/> |
| 14. Declaration | <input type="checkbox"/> |
| 15. Notes | <input type="checkbox"/> |


Whenever you see this icon , you need to send us additional material with this form. Words in **bold** are defined terms that we explain in the Aegon Sipp terms and conditions <https://intermediary.aegon.co.uk/content/dam/common/documents/aegon-sipp-terms-and-conditions.pdf>

Illustration number

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Please insert the illustration number. You must have been provided with an illustration from us before completing this form. If you haven't, we will not be able to process this application. Please speak to your intermediary to request an illustration.

Death benefits

To ensure we can take your wishes into account on your death, and provide your beneficiaries with all the options available to them, please click on 'Help and Support' at www.cofunds.aegon.co.uk to find and download the Death benefits nomination form.

1. Personal details

1.1 Mr/Mrs/Miss/Ms/Other – please specify

Full forename(s)

Surname

Date of birth

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Gender

Male Female

At what age are you planning on taking pension benefits?

Nationality

Please tell us your National Insurance number below or confirm if you don't have one.

National Insurance number

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I **don't** have a National Insurance number

You'll find your National Insurance (NI) number on your payslip and/or on a tax code notice.

Telephone number (optional)

Email address

We may use your email address and phone number to contact you about your product. We might use them to keep you informed about our products and services but only if you've consented to this in section 13.

Permanent residential address

Postcode

Previous address (if individual has changed address in the last three months)

Postcode

Tick this box to confirm that you've had the opportunity to read the Aegon SIPP Key features, the Aegon Platform terms and conditions, additional Aegon SIPP terms and conditions and fund specific information and/or Key Investor Information Documents (KIIDs) relating to your investment.

1. Personal details – continued

1.2 Your employment status (tick one option):

- Employed
- Self-employed
- Unemployed
- A pensioner
- In full time education
- Caring for one or more children aged under 16
- Caring for a person aged 16 or over
- Other – give details

1.3 Financial advice status

Did you receive financial advice before completing this form?

- Yes No

2. Eligibility

2.1 For tax purposes, are you resident anywhere other than the UK?

- No
- Yes – please download and complete the individual self-certification form from www.cofunds.aegon.co.uk and attach it to this form. ✉

2.2 Please confirm you are a relevant UK individual in the current tax year?

- Yes – I'm a **relevant UK individual**
- No – you will not be eligible to contribute to an Aegon SIPP. Please speak to your intermediary.

3. Your employer's pension schemes

Is this plan being set up as a result of opting out of an employer's occupational pension scheme or group personal pension scheme to which an employer contributes?

- Yes No

Is this plan being set up instead of joining an eligible employer's occupational pension scheme or group personal pension scheme to which an employer contributes and the investor is currently eligible to join or will be able to join at the end of a waiting period?

- Yes No

4. Transfer payment

This section allows you to transfer funds to your Aegon SIPP that are held in another **registered pension scheme**, or a recognised overseas pension scheme, which you are not currently taking pension benefits from. **You must also complete an Aegon SIPP transfer authority form for each transfer.**

4.1 Transfer payment 1

Full name of pension scheme

Transferring provider reference/plan number

Full name of scheme administrator/current provider/insurer

Address of scheme administrator/ current provider/insurer

Postcode

Scheme phone number

HM Revenue & Customs (HMRC) Pension Scheme Tax Reference

What type of pension scheme are you transferring from? (Tick one box)

A registered pension scheme

A recognised overseas pension scheme

Is the transferring scheme a defined benefit pension scheme, for example a final salary scheme, or does the transferring scheme include Guaranteed Annuity Rates or any other safeguarded benefits that provide a guarantee or promise such as Guaranteed Minimum Pension or guaranteed growth rates?

Yes No

If you've answered Yes to the above question, did a suitably authorised financial adviser recommend that you transfer from this pension scheme?

Yes No

Estimated transfer amount

Does this represent the full value of the transferring plan?

Yes No

Is this a **block transfer**?

Yes No

Does any part of the transfer payment represent a pension credit in terms of Section 29 of the Welfare Reform and Pensions Act 1999 that you received as part of a pension sharing order on divorce?

Yes No

If Yes – Does any part of that pension credit relate to funds your ex-spouse/ex-civil partner had already taken benefits from?

Yes No

If yes please give amount

4. Transfer payment – continued

4.2 Transfer payment 2

Full name of pension scheme

Transferring provider reference/plan number

Full name of scheme administrator/current provider/insurer

Address of scheme administrator/ current provider/insurer

Postcode

Scheme phone number

HM Revenue & Customs (HMRC) Pension Scheme Tax Reference

What type of pension scheme are you transferring from? (Tick one box)

- A registered pension scheme
- A recognised overseas pension scheme

Is the transferring scheme a defined benefit pension scheme, for example a final salary scheme, or does the transferring scheme include Guaranteed Annuity Rates or any other safeguarded benefits that provide a guarantee or promise such as Guaranteed Minimum Pension or guaranteed growth rates?

Yes No

If you've answered Yes to the above question, did a suitably authorised financial adviser recommend that you transfer from this pension scheme?

Yes No

Estimated transfer amount

£

Does this represent the full value of the transferring plan?

Yes No

Is this a **block transfer**?

Yes No

Does any part of the transfer payment represent a pension credit in terms of Section 29 of the Welfare Reform and Pensions Act 1999 that you received as part of a pension sharing order on divorce?

Yes No

If Yes – Does any part of that pension credit relate to funds your ex-spouse/ex-civil partner had already taken benefits from?

Yes No

If yes please give amount

£

5. Funding the pension

Please refer to the Notes section for the information about the amount that can be contributed and tax relief on pension contributions.

5.1 Single contributions

Your personal contribution (including a third party contribution)

Net amount

Your employer's single contribution

Gross amount

Payment method – tick one option

Cheques

Cheques must be made payable to **Aegon**. For a Building Society cheque or banker's draft your name must appear on the front of the cheque, or on the back of the cheque accompanied by the Building Society's or Bank's official stamp and signature.

Bank transfer

Our bank details for payment of single contributions are:

Bank HSBC bank PLC

Account number 81429671

Sort code 40-02-50

5.2 Regular contributions

Your personal contribution (including a third party contribution)

Net amount

Your employer's contribution

Gross amount

Your employer will need to complete a Record of payments due form if they are paying contribution(s) or deducting contributions from your pay to pass on to us. This form is available from www.cofunds.aegon.co.uk

Contribution start date

What date do you want to start paying regular monthly contributions?

(You can choose between the 1st and the 28th of the month.)

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Please complete the Direct Debit Instruction in section 12 and we'll collect all future contributions on your chosen date in each subsequent month.

So that we can set up your contributions to start in the date you've chosen, please send this form to us at least 10 working days in advance of the date you've selected. If you allow less than 10 working days, then your contributions may be set up on the date you've chosen but in the month following the one you selected.

6. Third Party/employer details

6.1 Third party details

You only need to complete this section if contributions will be made by a third party. We need this information to verify their identity.

Mr/Mrs/Miss/Ms/Other – please specify

Full forename(s)

Surname

Date of birth

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Relationship to applicant

Address

Postcode

6.2 Employer details

You only need to complete this section if contributions will be made by your employer. We need this information to verify their identity.

Employer name

Employer contact name

Employer telephone number

Employer registration number

Employer Address

Postcode

7. Confirmation of verification and Money Laundering

For intermediaries

I confirm that:

- 7.1 The information in section 1 and 6 was obtained by me in relation to the customer, third party payer and employer.
- 7.2 The evidence I have obtained to verify the identity of the customer, third party payer and employer: (tick only one)
- meets the standard evidence set out within the guidance for the UK Financial Sector issued by Joint Money Laundering Steering Group (JMLSG), or
- exceeds the standard evidence – where the client is a Politically Exposed Person.

(Written details of the further verification evidence taken are attached to this pack)

I also confirm that:

- The money for investment is being drawn from an account in the name of the customer given in section 1, the third party payer or employer detailed in section 6,

Name

Position

Date

D	D	M	M	2	0	Y	Y
---	---	---	---	---	---	---	---

Signature

X	X
---	---

(signature not required if sending form by email)

For customers

7.3 Money Laundering

We need to know where your funds have come from.

Your source of wealth is how you got the money to invest. For example, from regular savings from your salary, selling a property or inheritance payment.

Source of wealth

Your source of funds is the funds used for this investment, for example, a transfer from a **registered pension scheme**. Where the source is your personal contributions please provide the details of the bank account that your money to invest comes from.

Source of funds

8. Money purchase annual allowance (MPAA)

We need to capture details from you if you have previously triggered the MPAA.

Have you triggered the MPAA by flexibly accessing any other pensions either with us or another provider?

Yes No

If yes - please tell us the date from which the MPAA applied to you.

9. Investment choice

In this section, you need to tell us how you'd like to invest your money into your Aegon SIPP. Your intermediary should complete section 9.1 if you're investing in a model portfolio.

The investment choices you make can be applied to all future investment choices in this product.

Single contributions and/or transfers payments

Please complete this section if you're making single contributions/transfer payments

- Use the same investment selection as detailed in the regular contributions payment section.
- Use the investments listed below.
- Set up the investments listed below as my Default Investment Strategy.

Full investment manager name, fund name and share class	SEDOL code (this is the shown in your Key Investor Information Documents (KIIDs))	% to be invested
		%
		%
		%
		%
		%
		%
		%
		%
		%
		%
		%
Aegon SIPP cash facility	N/A	%
Total amount	N/A	100%

If you need to add additional funds, please provide the information on a separate sheet of paper in the format above, sign and date it and attach it to this pack. ✉

9. Investment choice (regular contributions) – continued

In this section, you need to tell us how you'd like to invest your money into your Aegon SIPP. Your intermediary should complete section 9.1 if you're investing in a model portfolio.


The investment choices you make can be applied to all future investment choices in this product.

Regular contributions

Please complete this section if you're making regular contributions.

- Use the same investment selection as detailed in the single contributions and/or transfers payments section.
- Use the investments listed below.
- Set up the investments listed below as my Default Investment Strategy.

Full investment manager name, fund name and share class	SEDOL code (this is the shown in your Key Investor Information Documents (KIIDs))	% to be invested
		%
		%
		%
		%
		%
		%
		%
		%
		%
		%
		%
Aegon SIPP cash facility	N/A	%
Total amount	N/A	100%

If you need to add additional funds, please provide the information on a separate sheet of paper in the format above, sign and date it and attach it to this pack. 

9.1 Model portfolio (for intermediary use only)

Name of existing model portfolio

9.2 Auto-rebalancing (for intermediary use only)

Set-up rebalancing on my investments

- No Yes

If 'Yes' please select the frequency of rebalancing below.

- Quarterly Yearly

10. Intermediary details (for intermediaries only)

Intermediary name

Firm name

10.1 Advice given

Did you advise your client on the suitability of transferring any employer-sponsored schemes to the Aegon Sipp?

Yes No

Did you advise your client to transfer any safeguarded benefits to the Aegon Sipp?

Yes No

10.2 Authorisation

I/We also confirm that:

I/we have provided my/our client with the details of the fees appropriate to their investment (if applicable).

Date

D	D	M	M	2	0	Y	Y
---	---	---	---	---	---	---	---

Signature

X	X
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(signature not required if sending form by email)

Intermediary name

FCA reference number (firm)

Firm name

Position

11. Intermediary charges instruction (for intermediaries only)

This instruction must be completed if you've agreed with your client to have your fees deducted from your client's Aegon SIPP. Where Value Added Tax (VAT) is to be added to any charge provided in this section we'll use the rate in place at the date of calculation of the charge amount.

If any charge chosen in this section is to be subject to VAT, we'll add VAT to the selected 'Amount', or where 'Percentage' is selected, we'll calculate the charge amount and then add the VAT to it.

Initial adviser charge

On the transfer payments

Amount

£

Percentage of the lump sum payment

%

Is this subject to VAT?

Yes No

Ongoing adviser charge

Use this section to set up an ongoing adviser charge.

Is the charge to be linked to a charge model?

Yes No

£ pa

or

% pa

Is VAT to be added to the above?

Yes No

Service Charge

This section allows you to agree and set a service charge model to your client's Aegon SIPP to pay you a service charge.

Service charge model name

If Yes - Model name

If no – Ongoing adviser charge

12. Instruction to your bank or building society to pay by Direct Debit.

You should complete this form in BLOCK CAPITALS and ballpoint pen.

Please complete this form and return it to:

aegoncofundsadministration@aegon.co.uk

Our email system and the way we deal with data internally is secure. However we're unable to ensure the security of emails before they reach us. Please consider this when sending us sensitive information.

Name(s) of account holder(s)

Bank/Building society account number

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Branch sort code

--	--	--	--	--	--	--	--

Name and full postal address of your bank or building society

To: The Manager	Bank/building society
Address	
Postcode	

Service user number

1	7	7	2	3	7
---	---	---	---	---	---

Reference

Aegon SIPP

Instruction to your bank or building society

Please pay Aegon Cofunds Direct Debits from the account detailed in this instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand this instruction may remain with Aegon Cofunds and, if so, details will be passed electronically to my bank/building society.

Date

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Signature

X	X
---	---

(signature not required if sending form by email)

Banks and building societies may not accept Direct Debit instructions for some types of account.

This guarantee should be detached and retained by the payer.



The Direct Debit Guarantee

- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits.
- If there are any changes to the amount, date or frequency of your Direct Debit, Aegon Cofunds will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Aegon Cofunds to collect a payment, confirmation of the amount and date will be given to you at the time of the request.
- If an error is made in the payment of your Direct Debit, by Aegon Cofunds or your bank or building society, you are entitled to a full and immediate refund of the amount paid from your bank or building society.
 - If you receive a refund you are not entitled to, you must pay it back when Aegon Cofunds asks you to.

13. How we treat your personal information

Here at Aegon, we're committed to protecting and respecting your privacy. We collect your personal information so that we can verify your identity, set up your plan and provide ongoing administration. We need this information to carry out our obligations and to provide you with the products and services under the terms of your contract with us. Without it, we wouldn't be able to provide you with a plan.

As part of our administration process, we work with carefully selected service providers (in other words suppliers) that carry out certain functions on our behalf. We only share the appropriate level of personal information necessary to enable our suppliers to carry out their services and they need to keep the information safe and protected at all times. Our suppliers must only act on our instructions and can't use your personal information for their own purposes.

The personal information we collect may be transferred to, and stored at a destination outside the European Economic Area (EEA). This could be to other companies within the Aegon Group or to our service providers. Where any such processing takes place, appropriate controls are in place to make sure your information is protected.

We may disclose your information to licensed credit reference and/or fraud prevention agencies to help make financial or insurance proposals and claims decisions (this will be during the application or enrolment process and on an ongoing basis),

for you and anyone you're linked with financially or other members of your household. Our enquiries or searches may be recorded.

You can find more information on how we use and share your personal information, including how long we keep it and details of your rights at customerdashboard.aegon.co.uk/site-info/privacy-and-cookie-policy/ or by contacting us to request a copy.

We'd like to keep you up-to-date with information about our news, products and services. If you'd like to hear more from us, please tick the relevant box below.

- Mail
- Phone
- SMS
- Email

By ticking the box(es), you're consenting to receiving marketing messages in this way from us. You can change your mind and unsubscribe at any time simply by contacting us. For more information on how to do this go to customerdashboard.aegon.co.uk/site-info/privacy-and-cookie-policy/

We won't pass your information to other companies outside of the Aegon Group for marketing purposes.

14. Declaration

In this declaration (except in clauses 14.41 to 14.46):

'I', or 'my' refers to you, the applicant named in section 1, and 'Aegon', or 'we' refers to Scottish Equitable plc as the provider of the Aegon SIPP unless the context is in respect of the Aegon GIA in which case, Aegon refers to Cofunds Limited.

General declaration

- 14.1 Aegon relies on the information contained in the following documents as they form the basis of the contract(s) being applied for:
- the application;
 - these declarations and any other declarations made when applying for an Aegon SIPP and, where relevant, an Aegon GIA;
 - the first confirmation of investment – contract note for the Aegon SIPP and, where relevant, the first contract note for the Aegon GIA;
 - the Aegon Platform terms and conditions; and
 - the additional Aegon SIPP terms and conditions.
- 14.2 I confirm that I have had the opportunity to read these documents carefully (other than the first confirmation of investment – contract note and, where relevant, the contract note which will be given to me in accordance with the Aegon Platform terms and conditions), along with the key features document, my personal illustration for the Aegon SIPP, key investor information document(s) and the declarations in this application, before completing this application form.
- 14.3 I confirm that I had the opportunity to read the Aegon UK Retail order execution policy and I agree to its terms.
- 14.4 I confirm that I am habitually resident in the United Kingdom.
- 14.5 I accept that Aegon has not and will not assess my suitability for the Aegon SIPP and, where relevant, an Aegon GIA or any investment decisions I make. This means that I will not benefit from the protection of the Financial Conduct Authority's rules on assessing suitability in relation to these products.
- 14.6 I am applying for an Aegon SIPP and will have a policy. Part of the purpose of the confirmation

of application – contract note that Aegon sends is to confirm to me that this policy has been issued and is dated the same date as that confirmation of application – contract note.

I declare that:

- 14.7 I apply for an Aegon SIPP, and where relevant, an Aegon GIA and the services outlined in the application and agree to be bound by the Aegon Platform terms and conditions and in respect of the Aegon SIPP only, the additional Aegon SIPP terms and conditions, and the rules of the Aegon Self Invested Personal Pension Scheme (the 'Scheme').
- 14.8 I apply to become a member of the Scheme in respect of the Aegon SIPP.
- 14.9 I agree that any direct debit instructions in the application will continue into subsequent tax years until I tell Aegon to stop taking payments.
- 14.10 The information supplied in this application, and any supplementary forms related to it, including transactional data, is true and complete to the best of my knowledge and belief (and my appointed intermediary), and I am aware that it is a serious offence to knowingly provide false or misleading information on the application form.
- 14.11 And I confirm that, if I have not received face to-face advice from an appointed intermediary in connection with this application, I have received and had the opportunity to read the key features document, illustration, key investor information document(s), the Aegon Platform terms and conditions and the additional Aegon SIPP terms and conditions that are relevant to this application.
- 14.12 Where regulations allow, I nominate my appointed intermediary to receive correspondence in relation to my investments on my behalf. This instruction will remain in force unless the appointed intermediary has informed Aegon that they wish for this correspondence to be sent directly to me, or I no longer have an appointed intermediary to whom Aegon can send these.
- 14.13 Any payment into the Aegon SIPP, or where relevant, the Aegon GIA, including contributions and transfers, will be placed in the appropriate cash facility. Thereafter, investments will be purchased in accordance with the investment instruction given by me or my appointed intermediary.

14. Declaration – continued

- 14.14 Where I am applying for an Aegon GIA, through self-certification I have or will provide details of all countries in which I am resident for tax purposes. If I do not provide these details, I will be reportable to HM Revenue & Customs (HMRC) as undocumented.
- 14.15 Where required to under UK law, Aegon can share information about me and my Aegon GIA to HMRC, who will then share that information with tax authorities in the relevant countries and territories.
- I authorise Aegon to:**
- 14.16 Hold my cash, subscriptions, investments, interest, dividends and any other rights or proceeds in respect of those investments and any other cash.
- 14.17 Make on my behalf any claims to relief from tax in respect of any of my investments.
- 14.18 Deduct from my Aegon SIPP any amount of basic rate tax relief, and/or interest relating to that tax relief, repaid or repayable by Aegon to HMRC.
- 14.19 Arrange any transfer of an existing GIA held with a different provider to my Aegon GIA (as appropriate), as and when I request Aegon to do so.
- 14.20 Obtain details from my existing GIA provider(s) (as appropriate) and authorise the giving of any such details to Aegon.
- 14.21 Accept investment and disinvestment instructions from my appointed intermediary and to accept instructions from my appointed intermediary with regard to all aspects of the running of the Aegon SIPP, and where relevant, the Aegon GIA.
- 14.22 **Consent to adviser charges**
I have agreed with my intermediary to pay the adviser charges as set out in section 11 of the application form. I authorise Aegon to deduct the adviser charge(s). I authorise Aegon to facilitate the onward payment of the amount deducted to my intermediary. I acknowledge that in performing this role Aegon will be acting as agent for the intermediary for the sole purpose or transferring the amount equal to the adviser charge that has to be deducted and paid under section 11 of the application form. I agree that once the adviser charge has been deducted from the Aegon SIPP, Aegon cannot return it to me and I will have to discuss any refund of adviser charges direct with my intermediary. I confirm that I have received an illustration showing the impact of the charges.
- I agree that in respect of the Aegon SIPP:**
- 14.23 I am bound by the documents and rules of the Scheme.
- 14.24 The investments that are available under my Aegon SIPP may change from time to time the powers in the Aegon Platform terms and conditions, the additional Aegon SIPP terms and conditions and the Scheme allow this.
- 14.25 I am a **relevant UK individual** at the time the first contribution is paid to my Aegon SIPP.
- 14.26 And confirm that no contribution that I make to the Aegon SIPP, or will make in the future, will be paid in whole or in part from a pension commencement lump sum that I have previously received from any **registered pension scheme**.
- 14.27 I will inform Aegon no later than 30 days after a change to my:
- residency status; or
 - name, or
 - permanent residential address.
- 14.28 The application determines whether I am entitled to basic rate tax relief at source on my contributions and confirm that the total contributions to any **registered pension schemes**, in respect of which I am entitled to tax relief, will not exceed the higher of:
- £3,600 gross, or
 - my **relevant UK earnings** for that tax year.
- 14.29 I confirm that the information I have supplied in this application form whether in my handwriting or not, and the declaration I have made in section 14.28 is, to the best of my knowledge and belief, correct and complete.
- 14.30 If I am no longer entitled to tax relief on my contributions I will inform Aegon in writing no later than the later of:
- 5 April in the year of assessment in which this occurs, or
 - within 30 days of this change.
- 14.31 The amount of contributions specified in the arrangement will be paid by me or, with my knowledge, on my behalf.
- 14.32 If my status is employed and my employer is paying contributions to my Aegon SIPP:

14. Declaration – continued

- i. my employer will pay the amount of employer contributions that I have agreed with my employer and set out in the confirmation of investment – contract note;
 - ii. where my contributions are to be deducted direct from my earnings and paid to Aegon, I have authorised my employer to make these deductions, and
 - iii. where my contributions are to be deducted from my earnings on a weekly basis, I understand that my employer may remit these contributions to Aegon, on my behalf, on a monthly basis.
- 14.33 The value of the Aegon SIPP may only be applied to provide benefits at the time I take retirement benefits or upon my death, and that Aegon will provide the appropriate benefits as required.
- 14.34 If I select at any time in the future to take income from a **flexi-access drawdown** plan, I am aware that this will trigger the money purchase annual allowance where this has not already been triggered.
- 14.35 If appropriate, Aegon has my authority to check with HMRC the details of any Enhanced Protection, or any other certificate or reference number related to a protection that enhances my lifetime allowance.
- I declare that where I apply to make a transfer to my Aegon SIPP:**
- 14.36 I agree to:
- i. Aegon obtaining details from any pension scheme, arrangement or contract of which I am, or have been, a Member and authorise the giving of any such details to Aegon; and
 - ii. Aegon requesting the transfer of my entitlement to benefits from the scheme(s) shown in section 4 of this form, and
 - iii. the transfer payment from the transferring scheme being paid into the Scheme to provide benefits for me.
- 14.37 I am aware that where Enhanced Protection, Fixed Protection, Fixed Protection 2014 or Fixed Protection 2016 applies, that setting up an Aegon SIPP will lose my protection unless only permitted transfers as defined in paragraph 12(7) of Schedule 36 of the Finance Act 2004 are received.
- 14.38 I am aware that where I had an entitlement to certain protections, guarantees or other benefits under the transferring pension scheme, those entitlements will be lost on transfer except where I have a protected entitlement to a low pension age or tax-free cash of more than 25% of the fund, and the transfer meets the conditions of a **block transfer**.
- 14.39 Where the transfer is from an existing Aegon scheme or policy and the source is a personal pension plan, stakeholder plan, retirement annuity contract, or a plan or contract issued or assigned in my name, I renounce all claims and demands under such a plan which relates to the transfer payment. Where the transfer payment represents all of the funds, I deliver the plan for cancellation.
- 14.40 Where the source of the transfer is a retirement annuity contract, that contract is not written under trust.
- In clauses 14.41 to 14.46, 'you' means the trustees and/or scheme administrators of the transferring scheme(s) named in section 4.
- 14.41 I authorise and instruct you to transfer sums and assets from the plan(s) as listed in section 4, directly to Aegon and to provide any instructions and/or discharge required by any third party to do so.
- 14.42 I authorise you, Aegon and any financial intermediary named in this application to obtain from each other, and to release to each other, any information that may be required to enable the transfer of sums and assets to Aegon.
- 14.43. I authorise you, Aegon and any employer paying contributions to any of the plan(s) as listed in section 4, to obtain from each other, and release to each other, and release to each other, any information that may be required to enable the transfer of sums and assets to Aegon.
- 14.44 Until this application is accepted and complete, Aegon's responsibility is limited to the return of the total payment(s) to you.

14. Declaration – continued

14.45 When payment is made to Aegon, as instructed, this means that I shall no longer be entitled to receive pension benefits from the whole of the plan(s) listed in section 4 where the whole of the plan(s) is transferring, or that part of the plan(s) represented by the payment(s) if only part of the plan(s) is transferring.

14.46 I accept responsibility in respect of any claims, losses, expenses, additional tax charges or any penalties that Aegon and you may incur as a result of any incorrect, untrue or misleading information in this application or given by me, or on my behalf or of any failure on my part to comply with any aspect of this application. This includes where I have been asked to provide any policy document(s) in return for the transfer of funds and I am unable to do so.

This declaration applies to each and every contract or arrangement that I have applied for.

Date

D	D	M	M	2	0	Y	Y
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Signature

X		X
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(signature not required if sending form by email)

15. Notes

Personal details

When choosing the age at which you want to take pension benefits, please note the minimum age at which you can take your benefits is currently 55 (unless you have a protected low pension age or meet the ill health condition.).

Contributions

- Personal contributions

We'll claim basic rate tax relief from HMRC and add this to your net personal contributions so that the gross amount is invested. If you pay tax at a rate higher than basic rate, you can contact HMRC to claim extra tax relief through your tax return or by adjustment to your tax code. The value of any tax relief you'll receive on any contributions you make depends on your individual circumstances.

The maximum gross personal contribution that can be paid is the greater of the **basic amount** and your **relevant UK earnings**. Personal contributions made to any other **registered pension scheme** will also have to be taken into account as will any contributions paid on your behalf by a third party.

You must be a **relevant UK individual** to pay personal contributions to your Aegon SIPP.

- Annual allowance

The government sets an upper limit, or annual allowance, on the total amount that can be contributed into your pension plan each year by you, your employer and any third party without incurring a tax charge. The annual allowance is measured across all registered pension plans you may have. Please speak to your intermediary for more information. The current MPAA annual allowance is £40,000.

This may change in future years. For more information visit www.gov.uk/tax-on-yourprivate-pension

The amount that can be paid by or for you (including employer contributions) into money purchase arrangements without a tax charge arising may be restricted to the money purchase annual allowance.

- Money purchase annual allowance (MPAA)

The amount that can be paid by or for you into money purchase arrangements without a tax charge arising may be restricted to the money

purchase annual allowance, which for the 2019/2020 tax year is £4,000. The restriction applies if you had a flexible drawdown plan at any time before 6 April 2015. It also applies if you take (or have already taken) certain types of pension benefits, including an **uncrystallised funds pension lump sum**.

- Tapered annual allowance

From 6 April 2016 a tapered annual allowance applies to higher earners. If you have an adjusted income greater than £150,000, and your threshold income is greater than £110,000, then your annual allowance is reduced. For every £2 of adjusted income over £150,000, your annual allowance will be reduced by £1, subject to a remaining annual allowance of not less than £10,000. In other words, anyone subject to the taper whose adjusted income is £210,000 and over will have an annual allowance of £10,000. If you're also subject to the **money purchase annual allowance** rules, special rules will apply. If you think you're affected by this you should speak to an intermediary.

This information is based on our understanding of current taxation law and HMRC practice, which may change, and the impact on you will depend on your personal circumstances.

Transfer payment

The amounts you enter will be the amounts at or about the date you complete this form. The actual transfer payment and the breakdown will be the amount paid when the transfer is made.

The transfer payment should include any pension credit amount (if applicable).

Investment choice

If you make a clear and complete investment choice, we'll invest the contribution(s) in accordance with that choice. If you don't make a clear and complete investment choice, we'll add the contribution to the cash facility of the Aegon SIPP. For advice as to whether a fund is suitable for you, please speak to your intermediary.



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