Aegon Retirement Choices | For customers

Inheritable ISA allowance application form

If your personal circumstances mean you need additional support, or if you'd like a large print, braille or audio version of this document, please call 0345 680 1234 (call charges will vary) or visit **aegon.co.uk/additionalsupport**.

In this form 'you' and 'your' is the customer named in section 1, 'Aegon', 'we' or 'us' means Aegon Investment Solutions Limited.

About this form

Use this form to make cash subscriptions relating to an inheritable ISA allowance, also known as an **Additional Permitted Subscription (APS) allowance** into an existing or new ISA. Please refer to section 9.1 for more information.

If you don't already have an ISA capable of accepting the **APS** subscription, you can use this form to apply for one.

This ISA is a Stocks and Shares ISA and a flexible ISA. This means when you make a withdrawal from your ISA you can replace it, in the same tax year, without it counting against your annual ISA allowance for the current tax year.

About inheritable ISA allowances

The **APS allowance**, must be held with us before we can accept subscriptions against it and all subscriptions made in relation to the APS allowance must then be made to your ISA(s) held with Aegon.

Surviving spouses and registered civil partners of ISA holders who died on or after 3 December 2014 are normally entitled to an **APS allowance** (which is an additional ISA allowance over and above the normal annual ISA allowance). Where the deceased ISA investor died on or after 6 April 2018 and the surviving spouse or registered civil partner starts to use the allowance during the period that tax benefits still apply to the ISA, the additional allowance will be based on the value of the deceased investor's ISA holdings with an ISA manager as at the date of their death. Where the deceased ISA investor died on or after 6 April 2018 and the surviving spouse or registered civil partner starts to use the additional allowance after the end of the period that the tax benefits apply, the additional allowance will be the higher of the value of the ISA at the date of the ISA investor's death and the value of the ISA at the end of the period that the tax benefits apply to the account.

Find out more at **gov.uk**

Before completing this form

You must have received an illustration, Aegon Retirement Choices key features, Aegon Retirement Choices terms and conditions, and a Key Investor Information Document (KIID) or a key information document for each investment you are choosing before we can process your aplication. You can call us on 0345 600 1402 to request an illustration or any additional forms.

Defined terms are shown as bold throughout this form and definitions can be found in section 9.1

If the inheritable ISA allowance has arisen from an ISA with another ISA account manager, and:

- You have an existing ISA, you must complete the Inheritable ISA allowance transfer authority form first. Once we confirm that we've applied the **APS allowance** to your ISA, please complete and send us this form
- You don't have an existing ISA, you must set one up first by completing both this form and the Inheritable ISA allowance transfer authority form. Please **don't send us any payment** until we've accepted your application and confirmed that we've applied the **APS allowance** to your ISA

Additional information

When completing section 4 the funds should match the illustration you received from us. If they don't, we may not be able to process your request. If you wish to invest in different funds, please contact us for a new illustration.

The Aegon Retirement Choices terms and conditions will give you further details about the ISA.

To download our documents, log into your dashboard, click on 'Help and Support' and search for the document you're looking for.Whenever you see this icon ✉, you may have to send us additional information.

Please complete this form by typing in the boxes, including the signature box and email it to **clientsupport@arc.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 so please consider this and do not include any personally sensitive, financial or banking information that has not been appropriately secured.

1. Your 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

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

☐ Yes – please download and complete the Individual self-certification form from our website and attach it to this form. ✉

☐ No

1.3 **Are you applying for a new ISA?**

☐ Yes

☐ No – tell us your ISA number.

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1.4 **Did you get advice before completing this form?**

☐ Yes ☐ No

☐ Tick this box to confirm that you've had the opportunity to read the Aegon Retirement Choices Key features and fund specific information and/or Key Investor Information Documents (KIIDs) relating to your investment.

1.5 **Please tell us:**

National Insurance number

You should be able to find your National Insurance number on a payslip, from a P45 or P60, or a letter from HM Revenue & Customs (HMRC).

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

Permanent residential address

Postcode

Gender

☐ Male ☐ Female

Phone number

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 8.

2. Details of the deceased

ISA number (if applicable)

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

Full forename(s)

Surname

Date of birth

D D M M Y Y Y Y

Date of death

D D M M Y Y Y Y

National Insurance number

☐ The deceased **didn't** have a National Insurance number.

Permanent residential address at date of death

Postcode

Date of marriage or registered civil partnership

D D M M Y Y Y Y

3. Payment method

The total amount must not exceed your **APS allowance**.

☐ I wish to subscribe £

from my **APS allowance** in respect of the deceased and wish to make my subscription to an Aegon stocks and shares ISA in cash.

Total amount to be invested £

Please tick all options that apply

☐ Cheque for £

If you're using this form to set up a new ISA please don't send us the cheque with this form.

☐ Bank transfer for £

For a BACS transfer we'll provide bank details when you receive your illustration from us.

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.

4. Investment details

In this section, you need to tell us how you'd like to invest your money into your ISA.

We'll invest the total amount as detailed in section 3 into the ISA numbered in section 1.3, or if you're using this form to apply for a new ISA, we'll automatically invest the total amount into the new product number.

4.1 What funds would you like to invest in?

Please only tick one of the following options:

☐ **Use my default investment strategy**.

☐ **Invest in the funds shown in the table below – complete section 4.2**.

4.2 Tell us the funds you want to invest in.

The funds should match the illustration you received from us. If they don't, we may not be able to process your request. If you wish to invest in different funds, please contact us for a new illustration.

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

Full investment manager name, fund name and share class.	SEDOL code (this is shown in your Key investor information documents (KIIDs))	% to be invested
		%
		%
		%
		%
		%
		%
		%
		%
		%
		%
Product cash facility	N/A	%
Total amount	N/A	**100%**

Please make sure that the percentages total 100% in the table above.

Once you've made a cash subscription in respect of an **APS allowance**, any future cash subscriptions under that allowance must be made to us. Each time you use some of your **APS allowance**, you'll have to provide the signed declaration in section 10.

4.3 Investment strategy

The investment choices you make can be applied to all future investment choices in your ISA, if you want to do this please tick the box below.

☐ Use the investment choices above as my new default investment selection.

5. Investment income options

If you have income generating investments, this section lets you choose how any income distributions paid from those investments should be dealt with when we receive them from the investment provider. We'll apply your selection to all income generating investments you hold within the ISA.

If you have an existing ISA with us:

- For any income units or shares you hold and you don't tick one of the boxes in section 5.1, we'll apply your existing income option.
- If you wish to take consolidated natural income and you're currently taking regular withdrawals, please select consolidated natural income below and we'll cancel your existing regular withdrawals.

5.1 Income options

Please only tick one of the following options:

☐ **Reinvest in fund (default)** – reinvest any income received back into the same fund.

☐ **Leave in cash** – pay any income into the ISA cash facility.

☐ **Consolidated natural income** – pay any income received to your nominated bank account as a monthly payment, but only if income is received from investments. (Complete section 5.2 to nominate a bank account.)

If you've chosen consolidated natural income, this will count as a withdrawal from your ISA and can be replaced in the same tax year under flexible ISA rules without the replacement counting towards your annual ISA allowance.

Please note, if you don't maintain the required minimum balance, we may close your ISA in accordance with the terms and conditions. If your ISA is closed, you'll lose the ability to replace any money that has been withdrawn.

Only complete 5.2 if you've chosen consolidated natural income in section 5.1.

5.2 Bank details for payments out of investment income

Please give details of the bank/building society account any consolidated natural income is to be paid into. Payments can only be made to a personal account in your name.

If this is the first time you've nominated this Bank account, you may need to send us a certfied copy of your bank statement and driving licence (as proof of signature). We'll contact you if we need this.

Name of bank/building society

Name of account holder

Branch sort code

☐☐–☐☐–☐☐

Bank/Building society account number

☐☐☐☐☐☐☐☐

Building society roll number (if applicable)

Payments to building society accounts may take up to 10 days longer than payments to bank accounts.

6. Adviser details (for adviser use only)

Adviser name

Firm name

If you'd like to take an ad hoc adviser charge for this transaction, or amend your client's ongoing adviser charge or service charge, use your Aegon Retirement Choices account.

7. Confirmation of Verification of Identity (for adviser use only)

In this section 'I' and 'me' means the adviser named in this section 6.

I confirm that:

7.1 The information in section 1 was obtained by me in relation to the customer.

7.2 The evidence I have obtained to verify the identity of the customer: (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)

☐ Exceeds the standard evidence – where the client is a Politically Exposed Person.
(Written details of the further verification evidence taken are attached to this confirmation)

Name

Position

Date

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Signature (type name here)

✗ ✗

8. 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 **aegon.co.uk/support/faq/privacy** 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 **aegon.co.uk/support/faq/privacy**

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

9. Additional terms and conditions relating to Inheritable ISA Allowance

The following clauses shall apply in addition to the Aegon Retirement Choices terms and conditions and other contractual documents. In this form, Aegon means Aegon Investment Solutions Limited.

9.1 Definitions

Additional permitted subscription (APS) – means a type of subscription available to an individual with an **additional permitted subscription allowance**.

Additional permitted subscription allowance – means an additional allowance over and above the normal ISA subscription limit available to the surviving spouse or registered civil partner of an ISA investor who died on or after 3 December 2014 where certain other conditions, as set out in the ISA Regulations, are met. The amount of this additional allowance depends on when the surviving spouse or registered civil partner starts to use the additional allowance as set out in the ISA Regulations.

Where the deceased ISA investor died on or before 5 April 2018, the additional permitted subscription allowance is limited to the value of the deceased investor's ISA at their date of death. Where the deceased ISA investor died on or after 6 April 2018 and the surviving spouse or registered civil partner starts to use the allowance during the period that tax benefits still apply to the ISA, the additional allowance will be based on the value of the deceased investor's ISA holdings with an ISA manager as at the date of their death. Where the deceased ISA investor died on or after 6 April 2018 and the surviving spouse or registered civil partner starts to use the additional allowance after the end of the period that the tax benefits apply, the additional allowance will be the higher of the value of the ISA at the date of the ISA investor's death and the value of the ISA at the end of the period that the tax benefits apply to the account. Where the deceased held a number of ISAs with the same ISA Manager, there will be a single additional permitted subscription allowance based on the combined values of those ISAs. If the deceased investor held ISAs with more than one ISA manager as at the date of their death, provided all the necessary conditions are met, the surviving spouse or registered civil partner will have one additional permitted subscription allowance in relation to each of those ISA managers.

Permitted period – means the period, as set out in the ISA Regulations during which **APS allowance** subscriptions can be made to your ISA. Where the **APS allowance** subscription is in the form of non-cash assets (described further in 9.8 below), the period is 180 days from when the investments are distributed to you from your deceased spouse's or registered civil partner's estate. Where the **APS allowance** subscription is in the form of cash, the period runs from the date of your deceased spouse's or registered civil partner's death and ends on whichever is the later of three years after the start date or 180 days after the administration of your deceased spouse's or registered civil partner's estate is complete. For the purpose of determining the **permitted period**, if your spouse or registered civil partner died on or after 3 December 2014 but on or before 5 April 2015, their date of death will be taken as 6 April 2015.

9.2 To be eligible to make **additional permitted subscriptions** to an ISA with Aegon you must:

- Be an individual
- Be aged 18 or over
- Be resident in the united kingdom or, if not so resident, be performing duties as a crown employee serving overseas and paid out of the public revenue of the united kingdom (typically a serving member of the armed forces, or a diplomat), or be married to, or in a registered civil partnership with, such a person
- Have an **additional permitted subscription allowance** that has not been fully used
- Not have made any subscriptions in relation to that **additional permitted subscription allowance** to another isa manager
- Be making the **additional permitted subscription** within the **permitted period**.

9. Additional terms and conditions relating to Inheritable ISA Allowance – continued

9.3 On your first application to make an **additional permitted subscription** to an ISA in relation to an allowance arising from a deceased investor's ISA(s) with us, we will provide you with a statement of the **additional permitted subscription allowance** within 30 days of the day we receive all the information and declarations as required by the ISA Regulations.

9.4 On your first application to make an **additional permitted subscription allowance** to an ISA in relation to an allowance arising from a deceased investor's ISA with another ISA manager, we will contact that other ISA manager within the timescales set out in the ISA Regulations to obtain the information, declarations and undertakings specified in the ISA Regulations.

9.5 You can instruct us to transfer the investments in your ISA that relate to **additional permitted subscriptions** to another ISA manager, but you would have to make any further subscriptions relating to that **additional permitted subscription allowance** to your ISA with us.

9.6 To the extent that your subscriptions are **additional permitted subscriptions**, you are responsible for making sure you do not breach the **additional permitted subscription allowance** during the **permitted period**.

9.7 If you make subscriptions in excess of the current ISA subscription limits, as set out in the ISA Regulations or in excess of your **additional permitted subscription allowance** or if we are so instructed by HMRC, we will refund excess subscriptions to you.

9.8 Except where your **additional permitted subscription allowance** relates to a deceased investor's ISA with us, your subscription must be in cash. Where your **additional permitted subscription** relates to a deceased investor's ISA with us and you inherit non-cash investments held in the deceased investor's ISA with us at the date of their death, as long as those non-cash investments have been continuously held by us since the date of their death, you can ask us to make an 'in-specie' transfer to your ISA. This means we will re-register the investments (up to value of your additional permitted subscription allowance) into your ISA.

9.9 Where your Aegon ISA relates to **additional permitted subscriptions**, your application will be valid for the duration of the permitted period. Your application will remain valid until the end of the permitted period whether or not you make additional permitted subscriptions in each tax year falling with the **permitted period**.

10. Declaration

In this declaration 'I', 'you', 'your' or 'my' refers to you, the applicant named in section 1.

Customer declaration

10.1 Aegon relies on the information contained in the following documents as they form the basis of the contract for opening an, or subscribing to an existing ISA.

- The application
- These declarations and any other declarations made when applying for an, or subscribing to an existing ISA
- The contract note for the ISA
- The Aegon Retirement Choices terms and conditions as amended by the additional terms and conditions in section 9

10.2 I confirm that I have had the opportunity to read these documents carefully along with the key features document(s), my personal illustration, key investor information documents and the declarations in this application.

10.3 I confirm that I have had the opportunity to read the Aegon UK Retail Order Execution Policy and I agree to its terms.

10.4 I confirm that I am habitually resident in the United Kingdom.

10.5 I accept that the information and documents I have been provided with should not be taken as advice or a recommendation from Aegon.

10.6 I accept that Aegon has not and will not assess my suitability for opening an, or subscribing to an existing ISA or any investment decisions I make. Except where I have received advice from an adviser, this means I will not benefit from the protection of the Financial Conduct Authority's rules on assessing suitability. If I have any doubts about the suitability of the ISA, I should speak to an adviser where I have not already done so.

I declare that:

10.7 Where I do not have an ISA capable of accepting the subscription detailed in section 3:

i. I apply to subscribe for a stocks and shares ISA for the tax year 2024/2025 and each successive year until further notice.

ii. I apply for an ISA, and services outlined in the application and agree to be bound by the Aegon Retirement Choices terms and conditions as amended by the additional terms and conditions in section 9.

10.8 I apply to make the APS allowance subscription detailed in section 3.

10.9 Where I do have an Aegon ISA capable of accepting the subscription detailed in section 3, I apply to make the **APS allowance** subscription to my existing ISA as detailed in 1.3.

10.10 All subscriptions made, and to be made, to the ISA belong to me.

10.11 I am aged 18 years or over.

10.12 Except where allowed by legislation, I have not subscribed/made payments to, and will not subscribe/make a payment more than the overall subscription limit in total to any combination of permitted ISA types in the same tax year.

10.13 I am resident in the United Kingdom for tax purposes or, if not so resident, either perform duties, which by virtue of Section 28 of Income Tax (Earnings and Pensions) Act 2003 (Crown employees serving overseas), are treated as being performed in the United Kingdom, or I am married to, or in registered civil partnership with, a person who performs such duties. I will inform Aegon if I cease to be so resident or perform such duties or be married to, or in registered civil partnership with, a person who performs such duties.

10.14 I am the surviving spouse/registered civil partner of the deceased named in section 2. I was living with the deceased within the meaning of Section 1011 of the Income Tax Act 2007 at the date of the deceased's death (we were not separated under an order of a Court or a Deed of Separation and were not separated in circumstances where the separation was likely to become permanent).

10.15 I intend to make an **additional permitted subscription** application to Aegon.

10. Declaration – continued

10.16 The subscription is made under the provisions of regulation 5DDA of the ISA regulations.

10.17 The subscription is being made within the period ending on the later of:

i. the date 180 days from the completion of the administration of the estate, where the deceased died between 3 December 2014 and 5 April 2015 (inclusive), or

ii. where the deceased died on or after 6 April 2015, the date three years from the date of the deceased's death, and the date 180 days from the completion of the administration of the estate.

10.18 I agree to the Aegon Retirement Choices terms and conditions as amended by the additional terms and conditions in section 9.

10.19 The information supplied in the application, and supplementary forms related to it, including transactional data, is true and complete to the best of my knowledge and belief. I am aware that it is a serious offence to knowingly provide false or misleading information on the application.

10.20 Any payment into my ISA, including contributions and transfers, will be placed in the appropriate cash facility. Thereafter, investments will be purchased in accordance with the investment instructions given by me, or my adviser where I have appointed one in relation to my ISA.

10.21 Where there are income generating investments in section 4 and I have requested consolidated natural income to be paid from those investments in section 5, I am aware that the income amount is treated as a withdrawal from my ISA.

10.22 Where I have selected consolidated natural income in section 5.1 and am currently taking regular withdrawals from my existing ISA, I instruct Aegon to cancel the regular withdrawals.

I authorise Aegon to:

10.23 Hold my cash, subscriptions, investments, interest, dividends and any other rights or proceeds in respect of those investments and any other cash.

10.24 Make on my behalf any claims to relief from tax in respect of any of my ISA investments.

10.25 Accept investment and disinvestment instructions from my adviser where I have appointed one in relation to my ISA.

10.26 Disclose details of my ISA, to my appointed adviser, and to accept instructions from my appointed adviser with regard to all aspects of the running of the ISA.

10.27 Pay any fees or charge specified by me to my appointed adviser on my behalf from my ISA. I agree that the amount of the fee or charge reflects the terms of the agreement I have entered into with my appointed adviser. The contract note will confirm the actual amount of the fee or charge to be deducted and paid to my appointed adviser. If I disagree with the fee or charge then I must advise my appointed adviser of this.

You should sign and date this form by typing your full name in the signature box below and typing the date in the date box or by using any other electronic signature method we have agreed, in writing with your adviser, to accept. Your typed name or agreed electronic signature method in the signature box will be your signature. When you sign the form, by typing your name in this box or using the agreed electronic signature method, you are making the declarations and confirming that you wish to proceed with the instructions in this form.

Date

D	D	M	M	2	0	Y	Y

Signature (type name here)

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Aegon is a brand name of Scottish Equitable plc (No. SC144517) and Aegon Investment Solutions Ltd (No. SC394519) registered in Scotland, registered office: Edinburgh Park, Edinburgh, EH12 9SE. Both are Aegon companies. Scottish Equitable plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Aegon Investment Solutions Ltd is authorised and regulated by the Financial Conduct Authority. Their Financial Services Register numbers are 165548 and 543123 respectively.
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