For trustees

Changing trustees

This document contains three deeds:

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

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

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

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

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

## Contents

- Deed of Resignation as a Trustee 03
- Deed of Removal of Trustee 04
- Deed of Assumption and Conveyance and 05
  Minute of Resignation of Trustees (Scotland)
The foregoing is supplied as a specimen only. Individuals are advised to consult their solicitors or obtain such advice as may be necessary to ensure that their wishes are properly documented and given effect.

**Deed 1**
Resigning Trustee's full name and address

**Deed of Resignation as a Trustee**
I
residing (now) at

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

Date of signing this Deed

Signature of Witness and Witness details

Names of Continuing Trustees

Signatures of Continuing Trustees

Do hereby resign the office of trustee under a trust by

dated

and relative to policy number

issued by

Executed by me on

Signature of Resigning Trustee

Witness signature

Full name

Address

Postcode

Occupation

I/We

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

Signature

Signature

Signature

Signature

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

This Deed of Removal is made by

Name(s)

Address(es)

(the ‘Settlor’)

Whereas

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

removes from office as a Trustee and discharges from their obligations under that trust.

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

In witness whereof the Settlor has executed this Deed on

as follows:

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

Settlor signature

Settlor signature

Witness signature

Full name

Address

Postcode

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

Deed 3

Names and addresses of Present Trustees

I/We residing at

I/We residing at

Name of Settlor(s) and Trust details

the present trustee(s) acting under a trust by
dated

D D M M 2 0 Y Y

and relative to policy number issued by

Name(s) and address(es) of New Trustee(s)

Do hereby assume residing at

and

residing at

Name(s) and address(es) of Retiring Trustee(s)

I/We the said residing at

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

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

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

In witness whereof these presents are subscribed by the parties hereto

Place and date of signing

at

on

before the witness hereto subscribing.

Witness signature

X

X

Signatures of Trustee(s)

X

X

Full name

X

X

Address

X

X

Postcode

X

X

Occupation

X

X

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