

For financial advisers only

How to top up a SIPP

Aegon Retirement Choices and One Retirement



How to top up a SIPP

This guide shows how you can top up an existing self-invested personal pension (SIPP) on Aegon Retirement Choices (ARC) or One Retirement.

For further support when using ARC or One Retirement, see our full range of <u>Online support guides</u>. We also have our <u>Online troubleshooting</u> guide that may help you.

The screens we show are for demonstration purposes only.

How to top up a SIPP – find your client

- Sign in and find your client. Our guide <u>Using ARC and One Retirement guide</u> shows you how to do this.
- Once you find your client, select **Client summary**.

nent sea	rcn			Sec. All			Client search	
F irst name: Alison	Surname:	Corpo	rate/trust:	NI number:	Postcode:	Date of I	birth (DD/MM/YYY	Y):
Name	Date of birth	Quotes	Applicatio	ns 🔻 Last	updated			Searc
Name Alison AEGON	Date of birth 21/10/1951	Quotes	Applicatio	ons ▼ Last 30/09/20	updated 019 clie	nt summary	amend client detail	Searc

How to top up a SIPP – select the wrapper

You'll then see the **Client** summary.

From here, select the SIPP wrapper you want to top up.

Summary						AECO	N Alicon
				all all a	15/6	AEGO	IN Alison
ransactions	Alison AEGON	1000 <u>1</u> 270					
ensions quote and apply	Account details	e details					
vestments quote and pply	Account details	e details					
e-registration		Value at	Value at	Money in	Money out	Change in value	% change
ffline assets		25/05/2019	25/05/2019			III value	
roduct and investment Iformation	Online assets	£36.47	£11.25	£0.15	-£26.26	£0.89	8.59%
xisting quotes and pplications	Pension	£36.47	£11.25	£0.15	-£26.26	£0.89	8.59%
tesearch and analysis	AEGON SIPP Uncrystallised -	£36.47	£11.25	£0.15	-£26.26	£0.89	8.59%
sset selector	AEGON SIPP						
GT reporting tool	Drawdown Flexi-access -	£0.00	£0.00	£0.00	£0.00	£0.00	0.00%
und charting							
ortfolio scanner	AEGON SIPP						
ortfolio performance eview	Uncrystallised -	£0.00	£0.00	£0.00	£0.00	£0.00	0.00%
odel portfolio evaluator	ISA	£0.00	£0.00	£0.00	£0.00	£0.00	0.00%
etirement planner	AEGON Stocks and Shares ISA	£0.00	£0.00	£0.00	£0.00	£0.00	0.00%



How to top up a SIPP – select top up

From the Wrapper summary select Top up under Transactions.

The state of the second se		, and y				-	C. K.	
Wrapper summ	nary					all	AEGON Alison	
Transactions	Wrapper summary - Al	ison AEGON	I - AEGOI	N SIPP	Uncrystallis	ed		
Тор ир	Balance as at 23/09/20)19						
Maintain investment strategy					Date:	23/09/20	19	
Switch into assets	Portfolio name	Unit/shares	Price	Value	Current balance	e	Default inves	tme
Drawdown-Lite						/0	Strat	egy
Drawdown-Pro	Cash	0.910000	£1.000000	£0.91	8.09	%		0.25
Ad hoc adviser charge	3I Infrastructure Plc Ord NPV	1.000000	£2.980000	£2.98	26.49	%		
Ongoing adviser charge	Accor Marian Chi Strat Rd	0.000000	C1 160740	c0.00				5.00
Specialised quotes	(ARC) Pn	0.000000	£1.100749	£0.00				5.00
Product and investment information	BMO Priv Eq Tst	1.000000	£3.630000	£3.63	32.27	%		
Preferred retirement age	Scot Eq 50/50 CautMgd Clc Pn	0.000000	£1.926546	£0.00			5	0.00
Equity trading	(ARC)							
Maintain distribution choices	Scot Eq 60/40 Caut Mgd Clc Pn (ARC)	0.000000	£1.847069	£0.00			2	:0.00
Research and analysis	Scot Eq 70/30 Def Mgd Clc Pn (ARC)	0.000000	£1.768678	£0.00			2	4.75
Asset selector	TB Guinness Global Energy I	10.218000	£0.364700	£3.73	33.16	%		
CGT reporting tool	ACC							
Fund charting					<<	<	1/1 >	>>
Portfolio scanner								
Portfolio performance								

How to top up a SIPP – quote details

Here you can see the **Quote** details.

If you don't want to change anything you can continue by selecting **Next**.

If you want to change the quote details, make the changes and select **Next**.

Home Cli	ent search Do	ocuments	MI reports L	iterature (ARC)					
Quote	details			i dati					AEGON Alison	Q,
Quote details	Asset selection	Adviser charges	Download quote	Complete application	Declaration and submit	Application summary	-			
This quote pension	assumes that: transfers will orig	inate from re	gistered pensior	ı schemes.						
Alison AEG Top up for A	ON, female, borr AEGON SIPP Uncr	n 21/10/1951 ystallised	L							
Quote	details									
Annuity f	requency: *		Annuity guar	antee: *	Annuity esca	lation: *	Dependant	's pension: *		
monthly	✓ in advance	e 🗸	None 🗸		0.00 % 🗸		50.00	%		
Perso	onalised depen	idant's pen	ision?							
									[Next

How to top up a SIPP – contributions and transfers

Now add **Contributions and transfers** details.

Here you can add:

- single contributions;
- regular contributions, and/or
- transfers

Select the type of contribution from the **Type** drop down.

Selecting investor as the **contributor type** will add in the tax relief where appropriate.

AEGO	<u>N</u>				- Dan i	cat prioritaat logg	20 111 011 27/00/2020 at 3		us Logour
Home Clien	nt search	Documents	MI reports	Literature (ARC)					
Quote d	letails	5						Test Test	Q
Quote details	Asset selection	Adviser charges	Download quote	Complete application	Declaration and submit	Application summary			
Test Test, fer	male, born	21/10/1951							
Top up for AE	GON SIPP (Uncrystallised							
Retire at 71 w	ith monthly	y annuity in adv	ance, guarant	eed for 0 years, 0.0	0% escalation	n, 50.00% dependar	it's pension edit		
Contribu For investor of A tax charge investor, and • a tax charg	ntions a contributior may apply during the le will apply	where pension year more than yon the money	ers the net amoun contributions e 1 £4,000 has b contributions a	t. exceed the annual a een paid to the invo above £4,000, and	allowance. If t estor's money	ne reduced money p purchase arrangem	urchase annual allowanc ents:	e provisions apply to	o the
 a tax charg available. 	je may appl	ly on the value	of any savings	made to defined be	enefit arrange	ments that are high	er than £36,000 plus any	y carry forward the in	nvestor has
Otherwise, a	tax charge	may apply on a	ny contributio	ns and pensions sa	vings above £	40,000 plus any car	ry forward the investor h	as available.	
Minimum trar	nsfer amou	nts apply - plea	se refer to the	Key Features to fin	nd out the min	imum transfer amou	int.		
If you add a use this refe	transfer, erence to	please make s process your t	sure you ente ransfer requ	er the correct 'Tra est.	nsferring sc	heme reference' in	the box provided. Th	is helps avoid dela	ys as we
Туре: *	Va	lue: *	Contrib	utor: *					
Single	¥ €		Select	contributor type 🗸	•				
Add	Cancel								

How to top up a SIPP – single contributions

Select **Single** as the **Type** and complete the details.

Select Add.

EGON	
Home Client search Documents MI reports Literature (ARC	
Quote details	Test Test Q
Quote details Asset Adviser Download Complete selection charges quote application	Declaration Application and submit summary
Test Test , female, born 21/10/1951 Top up for AEGON SIPP Uncrystallised Retire at 71 with monthly annuity in advance, guaranteed for 0 years, 0	.00% escalation, 50.00% dependant's pension edit
Contributions and transfers For investor contributions please enter the net amount. A tax charge may apply where pension contributions exceed the annual	allowance. If the reduced money purchase annual allowance provisions apply to the
 a tax charge will apply on the money contributions above £4,000, and a tax charge may apply on the value of any savings made to defined available. 	ivestor's money purchase arrangements: d benefit arrangements that are higher than £36,000 plus any carry forward the investor has
Otherwise, a tax charge may apply on any contributions and pensions s	avings above £40,000 plus any carry forward the investor has available.
Minimum transfer amounts apply - please refer to the <i>Key Features</i> to f If you add a transfer, please make sure you enter the correct 'Th use this reference to process your transfer request.	ind out the minimum transfer amount. ransferring scheme reference' in the box provided. This helps avoid delays as we
Type: * Value: * Contributor: * Single ✓ £ Select contributor type	✓
Add Cancel	

How to top up a SIPP – regular contributions

Select **Regular** as the **Type** and complete the details.

Select Add.

AEGO	<u>NC</u>					ese Touriasciogg	Cu III OII 2 17 007 202	LO UL 13.30.33	Contact us 1	Logour
Home Clie	ent search D	ocuments	MI reports	Literature (ARC)					
Quote	details							Test	: Test	٩
Quote details	Asset selection	Adviser charges	Download quote	Complete application	Declaration and submit	Application summary				
Test Test , fo Top up for Al Retire at 71	emale, born 21, EGON SIPP Unc with monthly a	/10/1951 rystallised nnuity in adv	vance, guarante	eed for 0 years, 0.	.00% escalation	n, 50.00% dependa	nt's pension edit			
Contrib For investor A tax charge investor, an a tax char a tax char available. Otherwise, a Minimum tra If you add use this re	uttions an contributions p e may apply wh d during the ye ge will apply or ge may apply or a tax charge ma ansfer amounts a transfer, pla ference to pro	d transf blease enter ere pension ar more tha h the money on the value ay apply on a apply - plea ease make bress your f	ers the net amount contributions e n £4,000 has b contributions a of any savings any contribution ase refer to the sure you ente transfer reque	t. exceed the annual exen paid to the in above £4,000, and made to defined i ns and pensions s <i>Key Features</i> to f er the correct 'Tr est.	allowance. If ti vestor's money i benefit arrange avings above £ ind out the min r ansferring sc i	he reduced money p purchase arrangen ments that are high 40,000 plus any car imum transfer amo heme reference' i	burchase annual all nents: er than £36,000 pl ry forward the inve unt. n the box provide	owance provisi us any carry fo estor has availa ed. This helps	ions apply to the prward the invest able. avoid delays a:	or has
Type: * Regular Add	✓ £ Cancel	e: * I	per month	Indexation:	Contribut Select co	ntributor type ∨				

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How to top up a SIPP – transfers

Select **Transfer In** as the **Type** and complete the details of the scheme your client is leaving.

Select Add.



A A, male, born 01/01/1960 edit

New AEGON SIPP Uncrystallised

With monthly annuity in advance, guaranteed for 0 years, 0.00% escalation, 50.00% dependant's pension edit

Contributions and transfers

For investor contributions please enter the net amount.

A tax charge may apply where pension contributions exceed the annual allowance. If the reduced money purchase annual allowance provisions apply to the investor, and during the year more than £4,000 has been paid to the investor's money purchase arrangements:

a tax charge will apply on the money contributions above £4,000, and

a tax charge may apply on the value of any savings made to defined benefit arrangements that are higher than £36,000 plus any carry forward the investor has available.

Otherwise, a tax charge may apply on any contributions and pensions savings above £40,000 plus any carry forward the investor has available.

Minimum transfer amounts apply - please refer to the Key Features to find out the minimum transfer amount.

If you add a transfer, please make sure you enter the correct 'Transferring scheme reference' in the box provided. This helps avoid delays as we use this reference to process your transfer request.

Type: *	Value: * £	Transfer type: * Standard transfer Block transfer Pension credit	Transfer Details: * Is this a full transfer? Is this transfer from an occupational scheme? Is this from a defined benefit scheme?	 Yes No Yes No Yes No 	
If you would like to Scheme name: Add Can	generate a transf	er authority to accompany the quo Transferring scheme referen	te, enter the details below ce: Scheme address:	~	Scheme phone:

AEGON

How to top up a SIPP – transfers

You'll see the details you entered at the top.

If you've more transfers to add, select **Transfer in** under **Type** again. Continue doing this until you've added all the transfers.

To proceed, select Next.

Quote o	letails		and the second		Client search	Q,
Quote details	Asset selection	Adviser charges	Download Complete DDI quote application confirmatic	Declaration Application on and submit summary	-	
A A, male, bo New AEGON S With monthly Contribut	orn 01/01/1960 SIPP Uncrystall annuity in adv) edit ised rance, guarant ransfers	teed for 0 years, 0.00% escalation, 50.00%	o dependant's pension edit		
Transfer in			£1,000.00	edit	delete	
A tax charge investor, and a tax charge a tax charge available. Otherwise, a Minimum tra	may apply wh I during the yes ge will apply on ge may apply o tax charge ma insfer amounts a transfer. pla	ere pension co ar more than a the money co n the value of ay apply on an apply - please	antributions exceed the annual allowance. In £4,000 has been paid to the investor's mon ontributions above £4,000, and 'any savings made to defined benefit arran by contributions and pensions savings above erefer to the Key Features to find out the nure you enter the correct 'Transferring.	f the reduced money purchase a ey purchase arrangements: gements that are higher than £3 e £40,000 plus any carry forward ninimum transfer amount. scheme reference' in the box	nnual allowance provisions apply to 6,000 plus any carry forward the in 1 the investor has available.	the vestor has
use this ref	erence to pro	cess your tra	ansfer request.	scheme reference in the box	provided. This helps avoid dela	s us we
Type: *	Value	. *				

How to top up a SIPP – preferred retirement age

Complete your client's **Preferred retirement age** and select **Select assets** to continue.

You can also do this at a later date from the Wrapper summary by selecting **Preferred retirement age** under Transactions.

Annabel AEGON S Top up for One Reti Retire at 70 with mo	Adviser tion charges QI Test, female, bo ement nthly annuity in ad	Download quote orn 01/01/1950 dvance, guaranteed fo	Complete application	Declaration and submit	Application summary	fant's pension edi	AEGON S	SQI Test Annabel
Annabel AEGON S Top up for One Reti Retire at 70 with mo	et Adviser tion charges QI Test, female, bo ement nthly annuity in ad	Download quote	Complete application	Declaration and submit	Application summary	fant's pension edi	t	
Annabel AEGON S Top up for One Reti Retire at 70 with mo	QI Test, female, bo ement inthly annuity in ad	orn 01/01/1950 dvance, guaranteed fo	or 0 years, 0.0	0% escalation	, 50.00% depend	Jant's pension edi	t	
Top up for One Reti Retire at 70 with mo	ement inthly annuity in ad	dvance, guaranteed fo	or 0 years, 0.0	0% escalation	, 50.00% depend	dant's pension edi	t	
Retire at 70 with me	onthly annuity in ad	dvance, guaranteed f	or 0 years, 0.0	0% escalation	, 50.00% depend	dant's pension edi	t	
Contributions	and transform							
Contributions	and transfers	S						
Transfer in		£1,00	00.00		e	edit	delete	
Preferred re	tirement age	e						
I Ioioirou io	uromont ug							
Preferred retire	ment age: *	70						
								Select ass

How to top up a SIPP – asset selection

You'll see the **Current asset** selection.

Select if you want to:

- Add assets different investments to the default investment strategy;
- Add model Portfolio, or
- Use default investment strategy.

First we'll look at the process if you choose to allocate in accordance to existing default investment strategy.

uote details	Asset selection	Adviser charges	Download quote	Complete application	Declaration and submit	Application summary		
icholas E	dwards, m	ale, born 1	4/08/1954	1				
urrent ass	et selectio	ons						
Asset name						Value	Current %	Default inv. %
Cash								0.25
7IM AAP Adv	enturous C Acc	c						99.75
	tion							
sset select								

+ Add assets		+ Add model portfolio
	Use default inves	tment strategy

How to top up a SIPP – default investment strategy

The value of investments may go down as well as up and an investor may get back less than they invested.

- You'll see a list of the existing investments.
- You can download the portfolio breakdown report if required.
- Carry out the instructions at Rebalancing and Default strategy if applicable.
- Select Next.

Cash	0.25%
Quilter Cirlm Bal Blend Pfl U1 A £	99.75%
+ Add assets	+ Add model portfolio
Portfolio breakdown Generate report showing the breakdown of your client's portfolio.	Generate portfolio breakdown 다
Rebalancing you want to apply rebalancing to this wrapper, please complete our Rebalance in our ARC account.	instruction form. You can find this on our website or from the Literature tab on

How to top up a SIPP – new investment instruction

Now we'll look at the steps if you select to set up a new investment instruction.

Choose how you want to invest the transfer, you can select:

- Add assets you select the fund(s) for your client, or
- Add model portfolio invest in an existing model portfolio.

First we'll look at the process if you select the option to **Add assets**.

Asset s	election	n			1.0		Norma Hill (157/3	3393/124 🗸	Larson Janice	Q,
Transfer in	Single investment	Regular investment	Asset selection	Withdrawals	Adviser charges	Summary	Documents	Declarations and submit		

Top up - Mrs Janice Larson, Stocks & Shares ISA (70877959)

Current asset selections

Asset name	Value	Current %	Default inv. %
Cash	739.80	0.29	0.25
Quilter Investors Crlm Md Pf R A£	255,986.42	99.71	0.00
Quilter Cirlm Bal Blend Pfl U1 A £			99.75

Asset selection

Add the assets and how much should be invested in each one

The value of investments may go down as well as up and an investor may get back less than they invested.



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How to top up a SIPP – add assets

You need to add the funds your client wants to invest in.

You can search for these by name, sedol, ISIN or Citicode.

(Amount left to allocate:	99.75%
Cash	0.25%
Add asset Select from all funds All funds We don't endorse fund ranges from third parties.	×
Search by asset name, sedol, ISIN or citicode Search These are used to identify a particular asset. You can usually find them on factsheets and on Key Investor Information	Documents.

How to top up a SIPP – asset picker

- Where you search by name, all funds matching that name will appear.
- If you search by sedol, ISIN or Citicode, only that single fund will appear.
- You can view the KIID and fund factsheets from the search results.
- Select the + button to add the funds to the fund basket (which appears above the search) and repeat until you have added all the funds you need.



How to top up a SIPP – asset picker

Once you've added all the funds you need you must add the percentage to invest against each one until the total is 100%.

You must allocate at least 0.25% to cash.

Once you've allocated 100% the message at the top will change to confirm this.

Amount left to allocate: 99.75% Cash 0.25% Invesco Corporate Bond (UK) Y Acc 0% Distribution type: Accumulation Ongoing charge (OCF/TER): 0.61% Ĥ View KIID View factsheet Allianz Total Return Asian Equity C 0% Distribution type: Income Ongoing charge (OCF/TER): 1.19% Û View KIID View factsheet ASI Dynamic Distribution Platform 1 Acc 0% Distribution type: Accumulation Ongoing charge (OCF/TER): 0.82% Ϋ́ 🗅 View KIID 🔹 🗋 View factsheet

You've allocated 100%

How to top up a SIPP – add assets

Once the funds total 100% you can download the portfolio breakdown report if required.

Complete the **Rebalancing** section.

You're now ready to proceed by selecting **Next**.

Portfolio breakdown Generate report showing the breakdown of your client's portfolio.	Generate portfolio breakdown 🗖
Rebalancing	
Do you want to set up rebalancing?	
○ No	
Yes - quarterly	
Yes - yearly	
Default strategy	
Do you want to use this selection as the default investment strategy?	
○ No	
Ves Yes	

Key Investor Information Document (KIID)

Please confirm that the KIID for each asset selected is read by the investor, where appropriate. It contains important information about the asset.

EGON

Next

How to top up a SIPP – add model portfolio

Now we'll look at the steps if you choose to **Add model portfolio**.

You'll see a list of model portfolios you can select from.

Asset s	election	n					Norma Hill (157/3	393/124 🗸 🗸	Larson Janice	Q,
Transfer in	Single investment	Regular investment	Asset selection	Withdrawals	Adviser charges	Summary	Documents	Declarations and submit	-	

Top up - Mrs Janice Larson, Stocks & Shares ISA (70877959)

Current asset selections

Asset name	Value	Current %	Default inv. %
Cash	739.80	0.29	0.25
Quilter Investors Crlm Md Pf R A£	255,986.42	99.71	0.00
Quilter Cirlm Bal Blend Pfl U1 A £			99.75

Asset selection

Add the assets and how much should be invested in each one.

The value of investments may go down as well as up and an investor may get back less than they invested.





How to top up a SIPP – add model portfolio

When you select the model and you'll see the assets in that model.

You've allocated 100%	
Cash	0.25%
BNY Mellon Intntl Bd Inst GBP	49.75%
Osprey W Inst Acc	50.00%
Add model portfolio Select model portfolio Demo Model \checkmark We don't endorse fund ranges from third parties.	×

How to top up a SIPP – add model portfolio

After selecting the model you can download the portfolio breakdown report if required

Complete the **Rebalancing** section.

Select Next.





How to top up a SIPP – adviser charges

Enter any **initial adviser charges**, if applicable.

If not leave this blank and select **Generate quote.**

vuote details	Asset selection	Adviser charges	Download quote	Complete application	Declaration and submit	Application summary			
lison AEG	ON, fema	le, born 21	/10/1951						
Initial adv We'll deduct a also impact th	viser char; iny initial advi ie asset alloca	ge (single o ser charge fron ition balance if	contributio n the investme you have both	ns and tra nts made to yo Secure retiren	nsfers) our client's plan. nent income and	This will reduce other assets.	he total value	invested by the	amount charged, and will
Transfer fr	om A:			£1,000.00					
Total trans	fers:			£1,000.00					
Total initial ch	arge: £0.00	·		•					
Ongoing a Ongoing advis investment ur Where there a O Fixed an O Percenta	adviser ch ser charges ar nder the wrap are no other a nount age of wrapp	arge e paid from the per. We'll autor ssets the charg er value	e cash facility. \ natically sell so le will not be pa	We don't sell S me of the inve aid.	ecure retiremen stor's other ass	t income investm ets to cover this o	ents to pay thi: charge if there'	s charge if the i s insufficient ca	nvestor holds this type of sh in the cash facility.
Ongoing ch	arge: 0.00) % of w	rapper value	per year, to b	e calculated n	nonthly			
DFM serv DFM charge	ice charge :: 0.00 %	e of wrap	per value per	year, to be ca	alculated mon	thly			
lack									

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How to top up a SIPP – download quote

We'll then show the relevant documents.

Once you submit the application, it can take two working days for the documents to show on the **Documents** tab, so you may want to print or save the documents at this stage.

If you added a transfer earlier, the **Transfer authority** must be:

- signed by the client, and
- dated within six months from when you entered the transfer online.

Select **Apply**.

If you added regular contributions a **Direct Debit mandate** will also show here, which your client needs to complete and sign.

Downlo	oad quo	ote						S	AEGON Alison	Q,
Quote details	Asset selection	Adviser charges	Download quote	Complete application	Declaration and submit	Application summary				
Your quot	te is being	prepared.								
Top up quote	e for AEGON S	IPP Uncrystall	ised, Alison AEC	ON, retire at (58				Generat	ing
Suppleme These are the	entary doc supporting do	uments cuments for t	nis quote - plea:	se make sure t	hey are read an	id actioned as appro	opriate.			
Key features	5								Downlo	bad
Rebalancing	request								Generat	ing
Transfer aut	hority							E	dit Generat	ing
Nomination a	and expression	n of wish							Downlo	bad
					You ca	an download these o	locuments in a s	single .ZIP fil	e: Download	pack
nformation	ı you gave	us							Requote	Apply
Alison AEGOI Top up for AEG Retire at 68 w Contribut	N , female, bor GON SIPP Unc vith monthly ar cions and t	m 21/10/1951 rystallised nnuity in advar ransfers	nce, guaranteec	for 0 years, 0	0.00% escalation	n, 50.00% dependa	nt's pension			
Transfer in					£1,	000.00				

How to top up a SIPP – download quote

We can accept this transfer authority by e-mail to <u>clientsupport@arc.aegon.co.uk</u> without us needing a wet signature from you or your client.

All we ask is that you or your client (depending on who's sending us the form) reads the declaration and types their name into the relevant signature box – that's so we can make sure we keep transacting safe.

Please don't email any personal, financial or banking information as it's not a secure method of communication. If you have a dedicated secure email service with Aegon, for example Unipass Mailock, please use this service.

Download quote	AEGON Alison	Q,
Quote details Asset Adviser Download Complete Declaration Application summary		
Your quote is being prepared		
Top up quote for AEGON SIPP Uncrystallised, Alison AEGON, retire at 68	Generating)
Supplementary documents These are the supporting documents for this quote - please make sure they are read and actioned as appropriate.		
Key features	Download)
Rebalancing request	Generating]
Transfer authority	Edit Generating	
Nomination and expression of wish	Download]
You can download these documents in a single .ZIP fi	le: Download pack	:
Information you gave us	Requote	ply
Alison AEGON, female, born 21/10/1951 Top up for AEGON SIPP Uncrystallised		
Retire at 68 with monthly annuity in advance, guaranteed for 0 years, 0.00% escalation, 50.00% dependant's pension		
Contributions and transfers		
Transfer in £1,000,00		

How to top up a SIPP – complete application

Confirm all the details you've entered are correct.

Select **Next** if you're happy with all the information.

Home Client sea	rch Documents	MI reports L	iterature (ARC)					
Complete	application						AEGON Alison	Q,
Duote details	a Adviser	Download	Complete	Declaration	Application		1. A 1.	
sele	ction charges	quote	application	and submit	summary			
This application as the investor has the investor is h pension transfer	sumes that: enough lifetime allowa abitually resident and r s will originate from reg	nce left for this esident in UK fo jistered pension	application, or tax purposes, a schemes.	and				
Personal det	ails							
	Title	e: * Ms		~	Alison AEGON			
	Nationality	V: * UNITE	D KINGDOM	~				
Habitually res	ident and resident in for tax purpose	UK ☑ s:*						
Nation	al Insurance numbe	r: * AB123	456C					
Contact deta	ils							
	Work numb	er:						
	Home numb	er:						
	Mobile numb	oer: 03456	801234					
	Email addre	ess: platfor	mforemediesmb	@ae				
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How to top up a SIPP – declaration and submit

On the **Declaration and Submit** page, confirm the following sections:

- Verification of identity;
- Advice given;
- Discretionary Mandate Authorisation, and
- Applicant agreement.

Please read this page carefully, making sure you're happy to proceed, then select **Submit**.

This will complete your application request and we'll await the transfer funds coming through.

Verification of identity I/We confirm that: The name, address and date of birth information contained in this application was obtained by me/us in relation to the applicant(s); The evidence I/we have obtained to verify the identity of the applicant(s) meets the standard evidence set out within the guidance for the UK Financial sector issued by the JMLSG exceeds the standard evidence (written details of the further verification evidence taken are supplied) Advice given Aegon must record whether advice has been given to the investor, or not, in connection with this application. Please confirm if you, the adviser: A have given advice to the investor in relation to this application A have not given advice to the investor in relation to this application **Discretionary Mandate Authorisation** Aegon must record whether the investor has agreed to discretionary investment management, or not, in connection with this application. Please confirm if the investor: O has given you, the adviser, discretionary authority to make decisions on their behalf O has not given you, the adviser, discretionary authority to make decisions on their behalf Applicant agreement Tick this checkbox to confirm that this declaration, and where relevant the acceptance of the upgrade, is being agreed to by or on behalf of the applicant. Back



How to top up a SIPP – application summary

The **Application summary** confirms you've completed your request.

Remember to print off any documents required (**Transfer authority** and/or **Direct Debit mandate** if applicable) and you can select **Finish**.

Application sun	nmary					AEGON Alison	Q,
Quote details Asset selection	Adviser Download charges quote	d Complete application	Declaration and submit	Application summary			
Application submitted							
Your application has been sul It may take few minutes for t	bmitted. this application to appea	ar in your client s	ummary.				
Application summary						Downlo	ad
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Supplementary docur These are the supporting docu	ments ments for this applicatio	n - please make	sure your client	reads and signs	the appropriate document	ation before sending it in t	to us
Key features						Downlo	ad
Rebalancing request						Downlo	ad
Transfer authority						Downlo	ad
Nomination and expression o	of wish					Downlo	ad
			You c	an download thes	e documents in a single .2	ZIP file: Download	pack
							Finish

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