

Brooklands SIPP

Transfer Out Authorisation and Discharge Form

The Brooklands SIPP is operated and administered by PSG SIPP Limited.

The asset trustee for the Brooklands SIPP is IVCM Heritage Trustees Limited.

An agreement is in place between PSG SIPP Limited and IVCM whereby certain administrative functions in respect of the Brooklands SIPP are outsourced to and undertaken by IVCM.

PSG SIPP Limited

6 Doolittle Mill
Froghall Road
Ampthill, Bedfordshire
MK45 2ND

PSG SIPP Limited is authorised and regulated by the Financial Conduct Authority with registration number 514654.

PSG SIPP Limited is a wholly owned subsidiary of Basi and Basi Financial Planning Limited.

1 Member

SIPP reference number	<input type="text"/>	
Name	<input type="text"/>	
Permanent residential address	<input type="text"/>	
	<input type="text"/>	
	<input type="text"/>	
Country	<input type="text"/>	Postcode <input type="text"/>
Date of birth	<input type="text"/>	
National insurance number	<input type="text"/>	
Telephone numbers	Home <input type="text"/>	Mobile <input type="text"/>
	<input type="text"/>	
Email Address	<input type="text"/>	

2 Transferring Investments

How is the transfer to be made?

Please sell all my investments listed in section 4 then transfer in cash

Please transfer all my investments in-specie

Please sell the investments listed in section 4 then transfer in cash

Transfer the remaining investments in-specie

- Please refer to the Fees & Charges Schedule to understand the costs and charges to help you with your decision making.
- For in-specie (and sometimes cash) there may be other charges from the investment provider and/or receiving scheme.
- There is considerable amount of work for an in-specie transfer and typically this does take longer than a cash transfer and the cost associated is higher.
- Any cash from the sale of investments will remain in the SIPP bank account accruing interest until all investments have transferred in-specie. Once the transfer in-specie is complete the cash will be paid to the receiving scheme.
- If you have any queries with the surrender charges you should contact your financial adviser or the investment provider.

3 Receiving Scheme

Name of scheme

Scheme reference

Name of scheme provider

Address of scheme provider

 Postcode

Telephone numbers Office Mobile

Email Address

4 Assets to be Transferred In-Specie

Please enter below details of the assets that you wish to transfer in-specie. Continue on a separate sheet if necessary.

Assets

NAME OF INVESTMENT PROVIDER	FULL NAME OF ASSET	PLAN NUMBER	£ VALUE
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Commercial Property

Please provide details of the solicitor you've appointed to deal with this transfer

Name of firm

Address

Postcode

Contact

Email address

Telephone numbers Office Fax

Execution Only or Discretionary Fund Manager Account

Please provide details of the provider

Name of firm

Address

Postcode

Contact

Email address

Telephone numbers Office Fax

Reference

Continue on a separate sheet if necessary

5 Member Declaration

I confirm that to the best of my knowledge and belief the particulars given on this form are correct and complete. I understand that it is an offence to make false statements and that the penalties are severe and could lead to prosecution.

I declare I am the person named above and I am legally entitled to give instructions to PSG SIPP Limited in respect of this SIPP.

I hereby grant consent to PSG SIPP Limited to contact HMRC to verify the registered scheme status for the receipt of my pension fund.

I am or will be a Member of the receiving scheme which is able to accept the cash equivalent on my behalf.

I have received a statement from the receiving scheme showing the benefits to be awarded in respect of the transfer payment.

I hereby authorise PSG SIPP Limited to release details about the transfer from this SIPP and the subsequent application of benefits to the receiving scheme.

I acknowledge that on payment of the transfer value to the receiving scheme I will cease to have any rights to benefits under this scheme in respect of any transferred benefits and PSG SIPP Limited will be fully discharged from any obligation to provide benefits in respect of those rights.

Pension transfers are undertaken on the transferor's understanding that the transfer value (money representing the Member's pension rights) will be used only to provide the Member with pension benefits in retirement (for example, providing a tax free lump sum and a regular income or annuity).

Signature

Name

Dated

I fully appreciate that early access to my pension prior to the minimum retirement age of 55 may be subject to unauthorised payment charges from HMRC.

I accept that the proceeds once discharged from PSG SIPP Limited will not be used for pension 'liberation' (cash back/loan whether directly or indirectly) as deemed by HMRC. A warning against early release of pension has been published by the Pensions Regulator and you can read this information at www.pensionsregulator.gov.uk/press/pn12-05.aspx

A pension transfer is a Benefit Crystallisation Event (BCE) for the purposes of HMRC reporting and may be a chargeable event. This means that if your total pension benefits (including amounts from other pension arrangements) are more than your Lifetime Allowance (LTA) you could have to pay tax. If you tell us the total value of your pension benefits is more than the LTA at the point of transfer then we will advise you accordingly before settling the transfer.

I have read, accept and understand PSG SIPP Limited transfer out charging structure and all fees shall be paid before the transfer has takes place.

I confirm that I am not bankrupt.

I declare there is no Court Order in force affecting the SIPP or the arrangements being used in respect of the transfer.

I hereby authorise and request PSG SIPP Limited to close my SIPP or arrangements under the SIPP as specified and apply the proceeds as a transfer to the receiving scheme.

6 To be Completed by a Representative for the Receiving Pension Scheme

Receiving Scheme

Name of scheme	<input type="text"/>
Scheme reference number	<input type="text"/>
HMRC reference number	<input type="text"/>

As administrators of the above pension scheme, we confirm that our scheme is

- a registered pension scheme approved under Chapter 4 of the Finance Act 2004
- a recognised overseas pension scheme as defined by HMRC under Chapter 4 of the Finance Act 2004 and has satisfied HMRC*

* If the receiving pension scheme is a recognised overseas pension scheme please enclose a copy of the letter from HMRC confirming the recognised status of the scheme.

Cash transfer

Any cash transfer will only be made once all assets have been reassigned and any fees have been deducted accordingly. Where sufficient liquid holdings are not available to settle all outstanding fees, these will be requested for and require payment prior to remittance of the pension.

Payment details

Please confirm the bank account details where payments should be sent

Bank	<input type="text"/>
Bank address	<input type="text"/>
	<input type="text"/>
	<input type="text"/> Postcode <input type="text"/>
Account name	<input type="text"/>
Account number/IBAN	<input type="text"/>
Sort code/SWIFT code	<input type="text"/>
Any reference	<input type="text"/>

Transfer in-specie details

If a transfer in-specie has been requested, PSG SIPP Limited will proceed with the transfer of the investments and will ensure that all plans/policies/stock/commercial property has been transferred before making any cash payments to the new pension scheme.

The cash and transfer details will follow once PSG SIPP Limited has received written confirmation from all the relevant parties that the re-registration of all assets has been completed.

Please provide the following details for a transfer in-specie.

Trustee Investment Plans or Insurance Policies

Can the receiving scheme accept a transfer in-specie from these assets? Yes No

Provider/Trustee name

Address

 Postcode

Continue on a separate sheet if necessary

Unit Trusts/OEICs/Investment Trusts/Government Stock

Can the receiving scheme accept a transfer in-specie from these assets? Yes No

Registration name

Designation required

Address

 Postcode

Continue on a separate sheet if necessary

Investment Manager Accounts

Can the receiving scheme accept a transfer in-specie from these assets? Yes No

If Yes, please confirm if the investment manager account is to be transferred to your pension scheme? Yes No

Transferring directly to a new investment manager? Yes No

Contact name

Address

Postcode

Telephone numbers Office Fax

Continue on a separate sheet if necessary

Receiving scheme declaration

I confirm that the above statements are true and complete.

I confirm that the assets to be transferred, as listed in 4 Assets to be Transferred In-Specie, are acceptable to the scheme and that they will be transferred to the following Trustee. (If the receiving scheme is unable to receive any of the assets required to be transferred in-specie, confirmation by the Member that they can be transferred as cash will be required.)

I give PSG SIPP Limited permission to approach HMRC for confirmation that this scheme is a Registered Pension Scheme that complies with HMRC requirements.

On receipt and acceptance of the transfer I confirm it will only be used to provide the Member with pension benefits in retirement and will not be used for Pension 'liberation' (cash back/loan whether directly or indirectly) as deemed by HMRC.

Signature

Position

For and on behalf of

Dated