

Elevate

Transfer Discharge Form

Registered Pension Scheme

Elevate Pension Investment Account

USING THIS FORM

Please arrange for this form to be completed if your client has requested to transfer their Elevate Pension Investment Account (Elevate PIA) benefits to a new Registered Pension Scheme.

This form can only be used for a transfer to another Registered Pension Scheme. It should not be used if the transfer is to a Qualifying Recognised Overseas Pension Scheme. Please contact us if the receiving scheme is not a Registered Pension Scheme.

If your client wants to use their fund to buy a lifetime annuity immediately, known as the Open Market Option, you should not use this form. Please contact us and we will send you the correct form to use.

About this form

This form consists of two sections.

- Section A – If your client opened their Elevate PIA on or after 6 April 2012, they need to provide transfer authority for Elevate Pension Scheme (No 1).

If your client opened their Elevate PIA before 6 April 2012, they need to provide transfer authority for Elevate Pension Scheme (No 1) (former Non-Protected Rights) and/or Elevate Pension Scheme (No 2) (former Protected Rights), as applicable.

Your client needs to complete their details and sign their authority for us to provide details of their Elevate PIA to the receiving scheme;

- Section B – the receiving scheme needs to complete this to give us details of their scheme and to confirm that they are able to accept the transfer payment. For in specie re-registrations, the receiving scheme also needs to complete the last column of the in specie re-registration tables in Section A confirming whether or not the assets are acceptable.

This form can be used for cash transfers, in specie re-registration or a combination of both. Cash transfers will be made by electronic bank transfer.

Next steps – adviser

Please ask your client to fill in the details in Section A and sign the authorisation. The whole form should then be sent to the receiving scheme so that they can confirm which assets are acceptable for in specie re-registration in Section A and complete and sign Section B.

Next steps – receiving scheme

Please complete the last column of the in specie re-registration tables in Section A confirming whether or not the assets are acceptable and section B. Then return all the forms to us at the address at the end of this document.

AXA Wealth – Elevate, PO Box 6877, Basingstoke RG24 4RT. Telephone number: 0345 600 2399. As part of our commitment to quality service and security, telephone calls may be recorded.

AXA Portfolio Services Limited trades as Elevate and is part of the AXA Wealth Group. AXA Portfolio Services Limited is authorised and regulated by the Financial Conduct Authority. It is a company limited by shares, registered in England No. 1128611. Registered office: 5 Old Broad Street, London, EC2N 1AD.

Full name:

CLIENT'S TRANSFER AUTHORITY

- transfer my benefits under (please tick the relevant boxes):

Elevate Pension Scheme (No 1)

Pension savings

Drawdown pension funds

Elevate Pension Scheme (No 2)

Pension savings

Drawdown pension funds

- provide any information that the receiving scheme may require about my current Elevate PIA and its value, transaction and dividend histories.

Transfer of assets in specie

I request that those current assets forming my pension fund and which are acceptable to the receiving scheme are transferred in specie. I understand that assets which are not acceptable to the receiving scheme will need to be sold prior to the transfer and the proceeds transferred as a cash payment. I now authorise the sale of these assets.

Elevate Pension Scheme (No 1) Pension savings

Unit Trusts/OEICs

Full name of Fund and share class	ISIN (if known)	Full name and address of fund manager	Full name and address of registered holder	Total number of units/shares to be transferred	Number of Group 1 units/shares	Number of Group 2 units/shares	Receiving scheme able to accept re-registration? Yes/No

UK Stocks and Shares

Full name of Undertaking	Description of security	SEDOL number	Full name and address of registered holder	Full name and address of Investment Manager or Stockbroker	Total number of shares to be transferred	Shares certificated or under CREST?	Shares certificated or under CREST?	Receiving scheme able to accept re-registration? Yes/No

Elevate Pension Scheme (No 1) drawdown pension fund

Unit Trusts/OEICs

Full name of Fund and share class	ISIN (if known)	Full name and address of fund manager	Full name and address of registered holder	Total number of units/shares to be transferred	Number of Group 1 units/shares	Number of Group 2 units/shares	Receiving scheme able to accept re-registration? Yes/No

UK Stocks and Shares

Full name of Undertaking	Description of security	SEDOL number	Full name and address of registered holder	Full name and address of Investment Manager or Stockbroker	Total number of shares to be transferred	Shares certificated or under CREST?	Shares certificated or under CREST?	Receiving scheme able to accept re-registration? Yes/No

Elevate Pension Scheme (No 2) pension savings

Unit Trusts/OEICs

Full name of Fund and share class	ISIN (if known)	Full name and address of fund manager	Full name and address of registered holder	Total number of units/shares to be transferred	Number of Group 1 units/shares	Number of Group 2 units/shares	Receiving scheme able to accept re-registration? Yes/No

UK Stocks and Shares

Full name of Undertaking	Description of security	SEDOL number	Full name and address of registered holder	Full name and address of Investment Manager or Stockbroker	Total number of shares to be transferred	Shares certificated or under CREST?	Shares certificated or under CREST?	Receiving scheme able to accept re-registration? Yes/No

Elevate Pension Scheme (No 2) drawdown pension fund

Unit Trusts/OEICs

Full name of Fund and share class	ISIN (if known)	Full name and address of fund manager	Full name and address of registered holder	Total number of units/shares to be transferred	Number of Group 1 units/shares	Number of Group 2 units/shares	Receiving scheme able to accept re-registration? Yes/No

UK Stocks and Shares

Full name of Undertaking	Description of security	SEDOL number	Full name and address of registered holder	Full name and address of Investment Manager or Stockbroker	Total number of shares to be transferred	Shares certificated or under CREST?	Shares certificated or under CREST?	Receiving scheme able to accept re-registration? Yes/No

I understand that:

- assets which are not able to be re-registered will need to be sold prior to the transfer and the proceeds transferred as a cash payment;
- where a drawdown pension fund is transferred the benefits secured by that transfer payment will be provided on a like for like basis to those under the Elevate Pension Schemes;
- Elevate has asked specific questions that are relevant to whether or not it will make a transfer of benefits. Elevate will rely on the information provided by the Scheme Administrator/trustee of the receiving scheme and other information provided by my adviser to make a decision on the acceptance of my transfer application;
- the transfer payment will be made directly to the receiving pension scheme or, if the receiving scheme is an insured scheme, to the relevant insurance company; and,
- compliance with this request will discharge AXA Portfolio Services Limited and AXA Trustee Services Limited from all liability under the above stated Elevate account number in respect of the benefits transferred as set out above.

I confirm that I have completed and checked the information above and that it is correct.

Client signature

Full name:

Date _____

SCHEME INFORMATION

The scheme member named in Section A has requested that their benefits from the Elevate Pension Scheme (No 1) and/or Elevate Pension Scheme (No 2) are transferred to your pension scheme.

The Elevate Pension Scheme (No 1) and the Elevate Pension Scheme (No 2) are registered with HMRC under Chapter 2, Part 4 of the Finance Act 2004. Their pension scheme tax reference numbers are shown below.

Scheme's full name:

Elevate Pension Scheme (No 1) and/or Elevate Pension Scheme (No 2)

Administrator's address:

AXA Portfolio Services, PO Box 6877, Basingstoke RG24 4RT

Contact telephone number:

0345 600 2399

Elevate Pension Scheme (No 1):

00721488RW

Elevate Pension Scheme (No 2):

00721493RL

Details relating to any drawdown pension funds and the income payable will be forwarded to you with the payment once the transfer is ready to proceed.

So that we can process the transfer, please:

- complete the final column of the in specie tables in Section A to confirm whether or not each asset is acceptable (unacceptable assets will be sold and a cash transfer made);
- complete the following details in respect of your scheme and sign the Scheme Administrator declaration; and,
- forward a copy of the HMRC registration document for the scheme.

SECTION B - INFORMATION ABOUT THE RECEIVING SCHEME

To be completed by the receiving scheme in **CAPITAL LETTERS** using **black ink**.

Name of receiving scheme:

Receiving scheme address:

	Postcode

Contact person:

Telephone number of contact person – including international dialling code:

Type of receiving scheme:

Pension Scheme Tax Reference Number:

Is the scheme able to accept a transfer payment from a Registered Pension Scheme?

☐ Yes ☐ No

If no, please contact us.

Can the scheme accept transfers of drawdown pension funds?

☐ Yes ☐ No

Is the scheme an insured scheme?

☐ Yes ☐ No

MAKING A CASH TRANSFER PAYMENT

Please make cash payments to:

Name of bank:

Sort code

 - -

Bank account name:

Bank account number

Payment reference number:

SCHEME ADMINISTRATOR DECLARATION

I declare that I have checked the information in the final column of the in specie tables in Section A, if applicable, and the information we have inserted in Section B of this 'Transfer Discharge Form' and that it is complete and correct.

I confirm that our scheme is able to accept the transfer payment for this member.

I confirm that the scheme is a Registered Pension Scheme (under chapter 2 part 4 of the Finance Act 2004) and has not been deregistered. I enclose a copy of the HMRC registration document.

I confirm that where a drawdown pension fund is transferred the benefits secured by that transfer payment will be provided on a like for like basis to those under the Elevate Pension Schemes.

Signature (for the Scheme Administrator)

X

Full name (in block capitals):

Date:

/

/

Position:

When this form has been completed please return it to us at:

AXA Wealth – Elevate
PO Box 6877
Basingstoke
RG24 4RT