

## Transfer Discharge Instruction

- To request an existing Scheme Administrator to transfer benefits to your Whitehall Group pension scheme.
- **For completion and signing by the scheme Member (and Adviser for Final Salary Transfers over £30,000).**

Whitehall Trustees Limited acts as a co-trustee and Administrator of the Receiving Arrangement detailed in Section 4 below. This Transfer Discharge Instruction encompasses the necessary discharge, legal indemnity and information you require in order to make the transfer.

### 1. Member Details

Forename(s)	Mithila
Surname	Rollings-Kamara
Home Address	Rollings Castle Road Horsell Surrey GU21 4ES

### 2. Transferring Arrangement

Insurance Company/Provider's Name	PMA Pension Fund
Insurance Company/Provider's Address	PMA Pensions Management Ltd Foresters Hall 25-27 Westow Street London SE19 3RY

Policy/Membership Number

Type of Transferring Arrangement

Final Salary ☐

Money Purchase ☒

**Note:** Final Salary may also be referred to as Defined Benefit and Money Purchase may also be referred to as Defined Contribution.

### 3. Amount of Transfer

Full or partial transfer

Full ☒

Partial ☐

**Note:** please tick

If a partial transfer, the amount to be transferred

£

## 4. Receiving Arrangement

Scheme Name

IDEAL URBAN LIVING

Scheme Address

Whitehall Group (UK) Ltd  
Warth Business Centre, Warth Road,  
Bury, BL9 9TB

## 5. Adviser Details

Adviser's Name

Adviser's Individual FCA Number

Adviser's Company Name

Company FCA Number

**Note:** Final Salary  
Transfers in excess of  
£30,000 **MUST** be  
advised by an IFA.

## 6. Receiving Arrangement Bank Account and Re-Registration Details

Bank Name

Royal Bank of Scotland

Bank Address

Hobson House, 62-63 Threadneedle Street  
London, EC2R 8LA

Bank Sort Code

1 6 0 0 7 9

Account Name

Ideal Urban Living

Account Number

1 9 3 1 1 9 1 0

Payment Reference

PMA

Re-registration details for in-specie  
transfers (if applicable)



## 7. Details to Meet the Pensions Administration Standards Association Code of Conduct

Receiving Scheme Type	Occupational pension scheme: Small Self-Administered Scheme	
Establishment Date	20 / 03 / 2019	
Scheme Rules	Copy Enclosed	
HMRC Registered Pension Scheme Number	20001265 RZ	
Pensions Regulator Registration Number	12016095	The scheme is a one member SSAS and is not therefore registered with the Pensions Regulator.
Scheme Operators	The operators of the receiving scheme are its trustees and the scheme location is the address given in section 4.	
Scheme Administrator	Whitehall Trustees Limited (Companies House Registered number 07625294)	
Scheme Administrator's Information Commissioner Registered Number	Z2875132	
Scheme Administrator's trade association	Association of Member Directed Pension Schemes (AMPS)	
Sponsoring Employer's Name	Ideal Urban Living Ltd	
Sponsoring Employer's Companies House Registered Number	10240780	
Transferring member's relationship to the sponsoring employer(s)	Director	
Purpose of the transfer	To carry out self-investment using the member's SSAS. This is not a pension liberation scheme.	



## 8. Information Required From The Transferring Scheme

HMRC Pension Scheme Tax Reference	<ul style="list-style-type: none"> <li>If Capped Drawdown, maximum GAD pension</li> </ul>
Details of Retirement Benefits Paid:	<ul style="list-style-type: none"> <li>If Capped Drawdown, next review date</li> </ul>
<ul style="list-style-type: none"> <li>Commencement Date</li> </ul>	<ul style="list-style-type: none"> <li>Annual drawdown pension in payment</li> </ul>
<ul style="list-style-type: none"> <li>Tax Free Lump Sum Paid</li> </ul>	<ul style="list-style-type: none"> <li>Frequency of pension payments</li> </ul>
<ul style="list-style-type: none"> <li>Fund Crystallised</li> </ul>	<ul style="list-style-type: none"> <li>Drawdown payments made thus far this tax year</li> </ul>
<ul style="list-style-type: none"> <li>Percentage of Lifetime Allowance Crystallised</li> </ul>	<ul style="list-style-type: none"> <li>Split of the fund between tranches where phased retirement applies</li> </ul>
<ul style="list-style-type: none"> <li>Type of drawdown benefits in payment (Capped, Flexi-Access, UFPLS)</li> </ul>	<ul style="list-style-type: none"> <li>Split of the fund between crystallised and uncrystallised if applicable</li> </ul>

## 9. Declarations

- This instruction authorises Whitehall Trustees Limited to act on my/our behalf to apply for the transfer of the above arrangement to the receiving arrangement named and to take whatever steps are necessary to effect the transfer.
- I formally authorise and request that you transfer the amount payable relevant to an open market transfer value in favour of the Trustees of the receiving arrangement.
- You are requested to pay the full cash transfer to the receiving arrangement's bank account details given above. Any assets to be transferred in-specie are to be registered as given above.
- In return for paying the transfer from the above plan to the receiving arrangement and subject to all requirements being satisfied, I/We hereby indemnify you against any relevant claim costs, damages and other losses incurred resulting from this payment. I/We agree also that payment of the transfer value will be a full discharge of your liability under all arrangements and policies shown above.
- The transfer value will be used to provide relevant benefits under the receiving arrangement. This is not a pension liberation scheme.
- I/We agree and consent to Whitehall Trustees Limited providing the Scheme Administrator of the Transferring Arrangement with details of the Receiving Arrangement that may be reasonably requested to enable the transfer to proceed.
- The transfer value should include all increments to the relevant policies, regardless of whether such increments are noted under separate incremental numbers.
- Unless the original policy document(s) is included, this instruction is to serve also as formal notice that I/We are unable to locate the original document. In the circumstances, please refer to the above notice of discharge.
- I/We confirm I/We are the legal owner of the transferring arrangement(s). I/We are legally entitled to give you instructions to transfer the benefits. I/We are not bankrupt and there are no court orders affecting the transferring arrangement.
- I/We will hold the Scheme Administrator of the transferring arrangement liable for any losses caused to me/us by unnecessary delays in releasing the transfer payment.
- The information provided above is accurate and complete to the best of my/our knowledge.
- I/We hereby confirm that the Adviser named above has given advice to the Member named above in connection with the transfer from the Transferring Arrangement to the Receiving Arrangement.
- I/We hereby confirm that the advice given by the Adviser is specific to the transaction proposed by the Member.
- The Adviser named above hereby confirms and declares that they have permission under Part 4A of FSMA or resulting from any other provision of that Act to carry on the regulated activity in Article 53E of the RAO.



## 10. Signatures

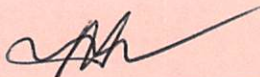
### Member's Signature

Print Name

MITHILA ROLLINGS-KAMARA

Member

Signature



Date 09/09/2019

### Adviser's Signature

Print Name

Signature

Adviser

Note: include Adviser's company stamp

Date

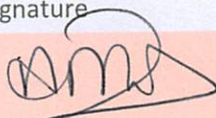
### Receiving Scheme's Signature

Print Name

Signature

Anne Milser

Authorised Signatory



Whitehall Trustees Limited

Date 25/09/2019

Please correspond with us



enquiries@whitehallgroup.co.uk



Whitehall Group (UK) Ltd  
Warth Business Centre  
Warth Road  
Bury  
Lancashire  
BL9 9TB



0161 408 4569

Whitehall is the trading name of:

Whitehall Group (UK) Limited, a company registered in England and Wales (Registered number 07625300), Whitehall Trustees Limited, a company registered in England and Wales (Registered number 07625294) and Whitehall Corporate Limited, a company registered in England and Wales (Registered number 7759590). All three companies have their registered office at 41 Greek Street, Stockport, Cheshire, SK3 8AX.

