



PRUDENTIAL



Key Features of the Trustee Investment Plan

Please read this document along with your personal illustration (if you have one) before you decide to buy this plan. It's important you understand how the Trustee Investment Plan works, the benefits and associated risks.

Welcome

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We would like everyone to find it easy to deal with us. Please let us know if you need information about our plans and services in a different format.

All our literature is available in audio, large print or braille versions. If you would like one of these please contact us using the details on the last page.

The Financial Conduct Authority is a financial services regulator. It requires us, Prudential, to give you this important information to help you decide whether the Trustee Investment Plan is right for you. You should read this document carefully so that you understand what you are buying, then keep it safe for future reference.

About our Trustee Investment Plan

Our Trustee Investment Plan is for Trustees of UK registered Occupational Pension Schemes, Small Self – Administered Schemes (SSAS) and Self Invested Personal Pension Schemes (SIPPs). It allows Trustees to invest in our range of funds.

This Plan is set up with a single payment, after this no further payments will be accepted in to this Plan. If you make additional payments these will be set up as a new plan.

If you are not sure whether this plan is right for you, please speak to a financial adviser.

Its aim

What this plan is designed to do

- To help you grow your investment over the medium to long term in a tax-efficient way by providing access to a wide range of investment options to match your investment objectives and attitude to investment risk.

Your commitment

What we ask you to do

- To make a single payment of at least £20,000 when you take out the plan. You can make additional payments, also known as top-ups, of at least £10,000 which will be set up as a new plan.
- To leave your money invested, over the medium to long term, until you are ready to take benefits from the plan.
- You need to choose investments to suit your needs and keep them under regular review.

Risks

What you need to be aware of

Investing money can be rewarding, but it's not without risk. We've highlighted the key risks you should consider before investing in this product.

- The value of your plan can go down as well as up and may even fall below the amount you invested – what you get back is not guaranteed:
- Inflation will reduce what you can buy in the future.
- Levels of risk and potential investment performance differ depending on the funds you choose. Please read your **Fund Guide** for more information.
- If you withdraw money from our With Profits Fund we may reduce the value by applying a Market Value Reduction. We explain this on page 10.
- There may be a delay in the buying, switching or selling of any investment. You will be told if this applies. We explain this on page 6.

Other documents you should consider reading

This document gives you key information about the Trustee Investment Plan. If you want more detail on specific points, please read the following documents. We have highlighted when they are relevant throughout this document. They are all available direct from us. Our contact details are on the last page.

- **The Fund Guide** - this explains your investment choices.
- **Your With-Profits Plan - a guide to how we manage the fund.**
Provides more information on the features of Prudential's With-Profits Fund and our current approach to managing it.
- **Market Value Reduction a clear explanation** - Gives more information on Market Value Reductions

Questions & Answers

Is the Trustee Investment Plan right for the scheme?

If you're a Trustee of UK registered Occupational Pension Schemes, Small Self Administered Schemes (SASS) or Self Invested Personal Pension Schemes (SIPPs) it might be right for you.

As the plan invests in funds which are stock market based you must be willing and able to risk losing some or all of your investment.

All SIPP plans will be set up for a named individual – known as a "member designated" plan. Other UK registered Occupational Pension Schemes can also designate the plan to an individual member if they wish to do so. However plans can only be member designated at the start of the plan on the application form. You can only access the With-Profits Fund if the plan is member designated. For member designated plans;

- You can only invest in the With-Profits Fund if the member is under age 85.
- You cannot choose a PruFund Fund if the member is aged 98 or over.
- You cannot choose a PruFund Protected Fund with a guarantee term that ends on or after the member's 99th birthday.

Where is the money invested?

We use your payment to buy units in your chosen funds, you can invest in up to six funds at any time. We use the value of the units to work out how much your plan is worth at any time. The value of the units will fall and rise depending on how the pension fund investments perform. So will your plan value.

Each fund invests in one or more asset types. Asset types include money market instruments, equities, bonds, and property. Each asset type brings different risks.

You choose the funds you would like to invest in from the fund range available. For more information, please read the **Fund Guide** and **Your With-Profits Plan – a guide to how we manage the fund**.

Your adviser will give you a "Fund Guide" which provides more information on the funds available, including the objective of each fund and its risk profile. Alternatively, you can visit our website www.pru.co.uk. We can also send you a copy of our "Fund Guide" on request when you take out the plan.

For any fund, we may delay the buying, selling or switching of units including for the payment of adviser charges. These delays will only apply in exceptional circumstances and, if this applies to you, we will let you know. For more information please refer to your Policy Document.

The following funds are invested in Prudential's With-Profits Fund:

- With-Profits Fund
- PruFund Cautious Fund
- PruFund Protected Cautious Fund
- PruFund Growth Fund
- PruFund Protected Growth Fund
- PruFund 0-30 Fund
- PruFund 10-40 Fund
- PruFund 20-55 Fund
- PruFund 40-80 Fund

Although these funds are invested in the same underlying fund, the returns on these funds may differ from the returns on the With-Profits Fund due to the smoothing process used and differences in the asset mix and the fund objectives.

The With-Profits Fund can be selected for investment at outset, or at anytime after, subject to the plan being member designated and the age restrictions.

Where a PruFund Fund has a corresponding PruFund Protected Fund they have the same unit price and spread of investments. PruFund Protected Funds have the added benefit of a range of guarantees which have an extra charge.

All PruFund Funds can be selected for investment at outset, or at anytime after, subject to the age restrictions for member designated plans. However, you can only invest in one PruFund Protected Fund at any time. If you have previously been invested in a PruFund Protected Fund and switch out before the Guarantee Date, you cannot reinvest in a PruFund Protected Fund for 12 months.

There are a range of guarantee terms for both PruFund Protected Funds. The terms, and charge for each term may vary and we may add or withdraw terms. However, once the guarantee has been selected, the charge will remain fixed throughout the guarantee term.

How does the PruFund Guarantee work?

If you select a PruFund Protected Fund, you will be able to select from a range of guarantee terms, where the guarantee will only apply at the end of the selected guarantee term (the Guarantee Date). Each guarantee term has its own charge and this will be payable for the whole of this term.

For full details of the guarantee terms available and the associated charges, please refer to the document **"The PruFund Range of Funds: Guarantee Options"** – INVS11470. You can get a copy of this from your adviser or from www.pru.co.uk.

On investment into a PruFund Protected Fund we will calculate the Guaranteed Minimum Fund (GMF). This will be set to the initial amount you invest allowing for any initial product or adviser charges.

Your GMF will be reduced proportionately for any withdrawals, adviser charges, or switches out between investment and the Guarantee Date, and will be shown on your annual statement.

Where you are invested in at least one other fund in addition to protected PruFund, then you can elect for your PruFund Protected Fund to be excluded from deduction of any ongoing adviser charges.

The guarantee will only apply at the end of the selected term.

If you fully switch out of a PruFund Protected Fund or cash in your plan before the end of the selected guarantee term, then the guarantee will not apply and the charge will stop, and you cannot switch back in to a PruFund Protected Fund within 12 months.

We check the value of your investment at the Guarantee Date.

If its value has dropped below the GMF, we restore it to that value. We do this by adding units to your plan. We then switch your investment to the fund of your choice, or to the corresponding PruFund Fund.

How do you work out the value of the investment?

For most funds the value of your investment is determined by the fund performance. If the underlying investment fund value grows we increase the price of your units. Equally, if the underlying investment fund value falls, we decrease the price of your units.

However, we calculate the growth on some funds differently.

The Prudential With-Profits Fund invests in a wide range of assets designed to spread risk and provide smoothed returns.

For the With-Profits Fund, returns are delivered through the unit price which will reflect the addition of Regular Bonus and cannot go down. However, the unit price does not show the effect of any Final Bonus or Market Value Reduction that may apply.

For more information about how the With-Profits Fund works, please read **"Your With-Profits Plan – a guide to how we manage the Fund (Prudential Unitised With-Profits Plans and Cash Accumulation Plans)"**.

For the PruFund Funds, we use a smoothing process. You should be aware that Prudential's Prufund Range of Funds works differently to other funds. PruFunds use a unique smoothing process. The smoothing process uses Expected Growth Rates, and where required, Unit Price Adjustments, to deliver smooth returns.

There may be times when we need to suspend this smoothing process for one or more of the PruFund Funds.

For more information about smoothing and how the PruFund Funds work, please read **"Your With-Profits Plan – a Guide to how we manage the Fund (PruFund range of funds)"** (WPGB0031) and refer to the Policy Document, which your adviser can give you.

Can we switch money between funds?

You can move your money in your plan between funds at any time.

A switch between a PruFund Protected Fund and its associated non-protected Fund e.g. PruFund Protected Cautious Fund and PruFund Cautious Fund, or vice versa, will be made using the unit prices on the day we receive the request.

However, all other switches out of any of the PruFund Funds will be made 28 days after we receive the request and using the unit prices on the 28th day. Switch requests at the end of the guarantee date are not subject to the 28 day delay. Only one switch request involving any one or more PruFund Funds can be made each quarter where the quarter dates are 25 February, 25 May, 25 August and 25 November, or the next working day if the quarter date is a weekend or a public holiday. This is in addition to any other switching restrictions outlined in this document.

For full details on switching rules please refer to the Policy Document and to request a switch, please complete the **"Investment Alteration Form" – TIPF10001**.

Once a request has been made it cannot be cancelled.

If you fully switch out of a PruFund Protected Fund before the guarantee date, you cannot switch back in to a PruFund Protected Fund within 12 months.

If you move money out of the With-Profits Fund we may reduce the value of your fund by applying a Market Value Reduction. More information on Market Value Reductions can be found in our leaflet **"MVR A clear explanation"** which can be found at www.pru.co.uk/pdf/PRUS6165.pdf.

You cannot switch money in to a PruFund Protected Fund if you are already invested in it.

Switch Charge

Switches are free of charge for plans taken out on or after 28 April 2014. For any plans taken out before then there is still a restriction of two free switches in one year.

Can money be withdrawn from the plan?

Regular withdrawals

Regular withdrawals of up to 7.5% of the original investment can be made each year, starting from the first anniversary of the Plan. There is no Market Value Reduction applied to any regular withdrawals taken if you are invested in the With-Profits Fund.

Partial withdrawals

Partial withdrawals of at least £1,000 can be taken from the Plan at any time. You must leave at least £1,000 in the Plan, unless you are cashing in the whole Plan. We may apply a Market Value Reduction (MVR) to any investment in the With-Profits Fund if you withdraw from that Fund or cash in the Plan.

If a partial withdrawal is from one of the PruFund Funds, we may pay the partial withdrawal 28 days after we receive the forms we require, using the unit price on the 28th day. If this happens we will let you know. This 28 day delay does not apply on death where the Plan is set up for a named individual.

Taking a partial withdrawal will reduce the value of regular withdrawals you can take.

How much will be returned when the plan is cashed in?

There is a projection of how much you could get back in your personal illustration.

The size of your Trustee Investment Plan final benefits will depend on many factors, including the following:

- how much has been invested,
- how long it's been invested for,
- any withdrawals made,
- the funds chosen,
- how those funds have performed,
- any guarantees selected and when they apply, and
- any charges that are taken from the investment.
- the level of bonuses which are added to your Trustee Investment Plan if you are invested in the With-Profits Fund.

Do we pay tax on the plan?

Investments in pension funds in which registered pension schemes are invested are given important tax benefits. They do not pay tax on investment income received or capital gains. Some underlying investments, such as dividends from company shares, will be paid out of taxed profits, and the tax is currently not reclaimable.

The information in this booklet is based on our understanding of current taxation, legislation and HM Revenue & Customs practice. All of these are liable to change without notice. The impact of taxation and any tax relief depends on individual circumstances.

What are the charges?

We make an annual charge for managing your plan and your investments. The amount we charge depends on the funds you invest in.

The funds have different Annual Management Charges which are already taken into account when we work out the value of the plan. For more information about how much we charge for each fund, please read our **Fund Guide**. In addition to our annual and adviser charges, there may be some additional costs which impact the overall performance of the fund. These costs include trading and dealing costs and property expenses.

Where the funds invest in underlying Unit Trusts or Open Ended Investment Companies (OEICs) additional expenses, typically between 0.0% and 0.4% may be charged. We do not currently make this charge but could in the future. We will let you know if we plan to do this.

Your personal illustration shows what charges you will pay. The charges described below may vary in the future and be higher than they are now.

More information on the charges mentioned here can be found in your **"Fund Guide"**.

PruFund Fund charges

We take the Annual Management Charge for the PruFund Funds by deducting a percentage of the units in them every month. If you have only invested in the PruFund Funds for part of a month, we still take a full month's charge.

With-Profits Fund charges

The With-Profits Fund's management charge depends on the performance of the fund, in particular the investment return and our expenses. If, for example, over time investment returns are higher, we would expect charges to be higher. If investment returns are lower, we would expect charges to be lower.

We currently expect this charge to be 1.3%, based on the assumption that future investment returns from the With-Profits Fund will be 5% per year. This charge is already taken into account when we calculate bonus rates. There's more about bonuses in: ***Your With-Profits Plan – a Guide to how we Manage the Fund***.

Charges for guarantees – Prufund Protected Funds

If you invest in a PruFund Protected Fund, the fund contains a guarantee which has an annual charge. We take this charge by cancelling units each month. For full details of the guarantee terms available and the associated charges, please refer to the document **"PruFund Range of Funds: Guarantee Options" – INVS11470**. You can get a copy of this from your adviser or from **www.pru.co.uk**. Details of the charge can also be found in your illustration.

Charges for guarantees – With-Profits Fund

There is a charge to pay for all the guarantees the With-Profits Fund supports. We guarantee not to apply a Market Value Reduction (MVR) when payments are made for regular withdrawals and because of death where the plan is member designated. Please see **"What's a Market Value Reduction?"** for more details.

You won't see this charge on your annual statement because we take it by making a small adjustment to regular and final bonuses.

The total deduction for guarantee charges over the lifetime of the plan is not currently more than 2% of any payment made from the fund. We will review the amount of the charge from time to time. Charges may vary if, for example, the long term mix or type of assets held within the With-Profits Fund is changed.

What are Adviser Charges?

You agree with your Adviser how they will be paid for the advice they provide to you. You can choose to pay your Adviser directly or you may ask us to take Adviser Charges from your Plan to pay your Adviser, or a combination of both.

If you have instructed us to deduct Adviser Charges from your investment to pay your adviser, full details will be shown on your illustration. Adviser Charges paid from any UK registered pension scheme must be made in accordance with HMRC rules to ensure that they are not considered to be unauthorised payments. Charges will apply if unauthorised payments are made.

There are two different types of Adviser Charges:

- Set-up Adviser Charges
- Ongoing Adviser Charges

Set-up Adviser Charge

If you agree a Set-up Adviser Charge, this charge can be taken from your plan by Prudential and paid to your Adviser. It is deducted from your Plan immediately after your contribution is invested.

The Set-up Adviser Charge can be a percentage of the initial investment or a fixed monetary amount. The Set-up Adviser Charge is paid from the Plan by deducting units to the value of the Adviser Charge proportionally from all funds.

Ongoing Adviser Charge

If you want Ongoing Adviser Charges to be deducted from your Plan, you will agree with your Adviser the amount you will pay for any ongoing advice. These charges can be taken from the Plan by Prudential and paid to your Adviser. They can only be specified as a percentage of the total Plan value. The Ongoing Adviser Charges can be paid monthly or quarterly in arrears.

Ongoing Adviser Charges will be taken proportionally across all funds. Where there is investment in a PruFund Protected Fund and at least one other fund, you can choose not to have these Adviser Charges deducted from the PruFund Protected Fund. This protects the Guaranteed Minimum Fund from Adviser Charge Deductions.

Prudential will pay these charges to your Adviser and full details will be shown on your personal illustration. You can request any Ongoing Adviser Charges to stop, start, increase or reduce at any time by writing to us.

Your Adviser can provide further details on these options.

Are there any discounts?

We may give you a Fund Size Discount on the Annual Management Charge depending on the size of your fund.

Fund Size	Fund Size Discount from Annual Management Charge
Less than £50,000	nil
£50,000 – £99,999	0.325%
£100,000 – £149,999	0.375%
£150,000 and over	0.425%

The discount to the Annual Management Charge will apply to the whole of your investment, not just the portion above the threshold levels shown above.

How will the discount be applied?

Plans set up on or after 28 April 2014 will be added together to calculate the value of the Fund Size discount. For Occupational Schemes, all Trustee Investment Plan (TIP) plans will be combined and for SIPP, TIP fund values for each designated member only will be combined.

What's a Market Value Reduction?

If you take money out of the With-Profits Fund, we may adjust the value of your fund if the value of the assets underlying your plan is less than the value of your plan including all bonuses. This adjustment is known as a Market Value Reduction (MVR). It is designed to protect investors who are not taking their money out and its application means that you get a return based on the earnings of the With-Profits Fund over the period your payments have been invested. This will have the effect of reducing the value of your investment.

We apply the MVR to your plan's value including regular and final bonuses. Please read "**Your With-Profits Plan – a guide to how we manage the Fund (Prudential Unitised With-Profits Plans and Cash Accumulation Plans)**" for more information on bonuses. An MVR will reduce the value of your plan and you may even get back less than you have invested in your plan.

We guarantee not to apply an MVR to any regular withdrawals or on any claims due to death where the plan is member designated.

Our current practice on applying an MVR

We may apply a Market Value Reduction to full or partial withdrawals, including switches.

We reserve the right to change our current practice on Market Value Reductions at any time, without prior notice, and this would apply to existing plans and any new plans or top-ups. Examples of reasons for a change would include significant changes in the investment market or because the number of people moving out of the fund increases substantially. For more information on our current practice, and when we may apply a Market Value Reduction, please read our leaflet **Market Value Reduction – a Clear Explanation** at www.pru.co.uk/pdf/PRUS6165.pdf or ask us for a copy.

How will I know how the plan is doing?

We'll send you an annual statement to show how your plan is doing. Or you can call us using the contact details at the back of this document for a valuation.

What if the plan is not right for the scheme?

If you're a Trustee of a registered occupational retirement benefits scheme and are making an additional investment, you do not have a cancellation period and therefore do not have an opportunity to reconsider once the Plan has started.

In any other circumstances you can cancel the Plan within 30 days of receiving your documents. This is called a cooling-off period. Once we receive your cancellation instruction, we'll arrange for the transfer to be returned to your previous pension plan. Adviser charges will not be refunded.

If you cancel the Plan within 30 days, and you have money invested in our With-Profits Fund or PruFund Funds, we'll give you all of that money back (less any Adviser Charges that have been deducted from the Plan and paid to your Adviser). If you have invested in any of our other funds, the amount returned may be reduced if the value of your investment has fallen, as a result of investment performance or deduction of any Adviser Charges that you have asked us to pay from the Plan.

If you do not exercise your right to cancel within the 30 day statutory cancellation period, the contract will become binding.

We will not return any money to you except in the form of a benefit option in accordance with the rules.

Your Plan documents include a Cancellation Notice. We'll also send you a Cancellation Notice for each top-up. To cancel the Plan or top-up, please complete and return the Cancellation Notice, or write to us at:

**Prudential
Lancing
BN15 8GB**

Please include your plan reference number.

Other information

Client category

We classify you as a 'retail client' under Financial Conduct Authority (FCA) rules. This means you'll receive the highest level of protection for complaints and compensation and receive information in a straightforward way.

Financial strength

Prudential meets EU standards for meeting its financial obligations. You can read our solvency and financial conditions reports at www.pru.co.uk/about_us, or if you contact us we can post some information to you.

Compensation

We are covered by the Financial Services Compensation Scheme. You may be entitled to compensation from the Scheme if we cannot meet our obligations. This depends on your eligibility, the type of business, and the circumstances of the claim.

For more information on the Financial Services Compensation Scheme and examples of limits in the scope of FSCS cover for your plan please refer to your product Terms & Conditions.

**Financial Services
Compensation Scheme
10th Floor Beaufort House
15 St Botolph Street
London
EC3A 7QU**

Telephone: 0800 678 1100 or 0207 741 4100

www.fscs.org.uk

Prudential policyholders are not protected by the FSCS against the insolvency of other companies within the Prudential group or an external company. This means that the FSCS does not provide protection:

- (i) for Prudential unit-linked funds which are invested solely in funds operated by another company within the Prudential group (for example, unit trusts or Open Ended Investment Companies operated by another company within the Prudential group); or
- (ii) for externally-linked funds.

Prudential's liability

Our liability under any fund that we make available under the Trustee Investment Plan Key Features cannot exceed the value of the assets underpinning that fund, whether these assets are actual assets, an interest in another fund (whether managed by a company within the Prudential group or by an external company) or an interest in a reinsurance policy effected by us to reinsure our liability under a fund.

In particular, for the type of funds listed in one and two above, our liability is limited to the amount we can claim from the relevant company. So, for example, if the external company or the other company within the Prudential group, were to become insolvent, we could only pay the amount, if any, which we could collect under the insolvency in respect of the units allocated to the plan.

In addition, we are not liable for any losses caused by the acts and omissions of an external company in respect of its own fund and/ or the externally-linked fund.

Unit prices may fluctuate in line with the value of the assets owned by the fund, but this is normal investment risk.

If another company from within the Prudential group or an external company becomes insolvent and we cannot recover the full value of the units, Prudential will not be liable for the shortfall.

Terms and conditions

This key features document gives a summary of your plan. Full details are set out in our terms and conditions booklet which is available on request using our contact information on the last page, and will also be sent to you when your plan starts.

Conflict of Interest

We want to make sure that we uphold our reputation for conducting business with integrity. If we become aware that our interests may conflict with yours we will take all reasonable steps to manage it in an appropriate manner.

We have drawn up a policy to deal with any conflicts of interest. If you would like to know the full details of our Conflict of Interest Policy, please contact our Customer Service Team on the contact details on page 14.

Law

The law of Scotland applies to this contract.

Our regulators

We are authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Prudential Assurance Company Limited is entered on the Financial Conduct Authority (FCA) Register, FCA Reference Number 139793. The FCA Register is a public record of all the organisations that the FCA regulates.

You can contact the FCA at:

The Financial Conduct Authority
25 The North Colonnade
Canary Wharf
London
E14 5HS

Telephone: 0800 111 6768 or 0300 500 8082

Email: consumer.queries@fca.org.uk

Prudential Regulation Authority details:

The Prudential Regulation Authority
Bank of England
Threadneedle St
London
EC2R 8AH

Telephone: 020 7601 4878

Email: enquiries@bankofengland.co.uk

Communicating with you

Our plan documents and terms and conditions are in English and all our other communications with you will be in English.

How to make a complaint

If you have a complaint, please get in touch with us and we will do everything we can to resolve it. You can also ask us for details of our complaints handling process. Our contact details are in the 'How to contact us' section at the back of this document.

If you're not satisfied with our response, you can take your complaint to the Financial Ombudsman Service who help settle individual disputes between consumers and businesses providing financial services:

Financial Ombudsman Service
Exchange Tower
London
E14 9SR

Telephone 0800 023 4567 or 0300 123 9123

Or visit the website: **www.financial-ombudsman.org.uk**

Help is also available from the following body:

The Pensions Advisory Service (TPAS)
11 Belgrave Road
London
SW1V 1RB

Telephone: 0845 601 2923

The Pensions Advisory Service is an independent, government funded body that gives free advice to members of the public about pensions.

These services are free and using it them won't affect your legal rights.

How to contact us

If you want to contact us before you buy this plan, you can write, email or phone:



Write to: **Prudential Lancing BN15 8GB UK**



Online, including secure messages: register for MyPru at **www.pru.co.uk**



Phone: **0808 100 3429 Monday to Friday 9am – 5pm** (we are not open on public holidays).
We may record or monitor calls to improve our service. An answer phone is in operation outside office hours.



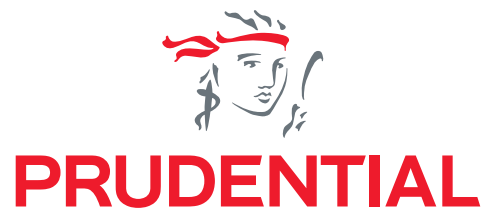
If you are a Deaf customer, who is also a British Sign Language (BSL) user, you can contact us using a Video Relay service. The service, provided by SignVideo, connects customers to fully qualified, registered NRCPD interpreters who will relay your conversation with a member of our customer service team.

www.pru.co.uk/contact-us/signvideo

There is no cost for using this service to call Prudential and we're available to help you Monday to Friday, 8am to 6pm.

Keep in touch

It's important that we keep in touch so, if you change your address or any of your contact details, please let us know.



www.pru.co.uk

"Prudential" is a trading name of The Prudential Assurance Company Limited, which is registered in England and Wales. This name is also used by other companies within the Prudential Group. Registered office at Laurence Pountney Hill, London EC4R 0HH. Registered number 15454. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority.