

Investment fees

Standard transaction	Per investment transaction	£ 35
Unquoted shares purchase	On completion	£350
Unquoted shares sale	On completion	£350
Inspecie asset movement in (per asset)	On completion (a quote will be provided prior to undertaking)	Hourly Rate
Inspecie asset movement out (per asset)	Prior to completion (a quote will be provided prior to undertaking)	Hourly Rate

Preference Shares

On the first £50,000	Subject to minimum Fee of £1,800	8%
On the next £100,000	i.e. £50,001 to £150,000	4%
On the next £100,000	i.e. £150,001 to £250,000	2%
On the Remainder	i.e. £250,001 plus	1%

Note: All preference share top ups are subject the above tariffs with a set minimum fee of £1,800

Other charges

Death	On completion (a quote will be provided prior to undertaking)	Hourly Rate
Divorce	On completion (a quote will be provided prior to undertaking)	Hourly Rate
Adhere New Employer	On completion	£250
Remove Employer	On completion	£250
Transfer out (cash)	Prior to completion	£100
Transfer out of assets	Prior to completion. Per asset capped at £350 total	£ 50
Scheme Wind Up	On completion (a quote will be provided prior to undertaking)	Hourly Rate
Takeover Out	Prior to completion	£750
Information Commissioner Office	(external fee) at relevant due dates	£ 35
The Pensions Regulator	(external fee) at relevant due dates	£ 29

Fixed fees do not apply to some areas of work as the time spent on them can vary considerably. Where there are multiple or complex transactions we must agree additional fees either on a one off or reoccurring basis.

Administrator	Cost	Technical Support & Consultant	Cost	Head of Technical Projects	Cost
15min = 0.25	£ 20	15min = 0.25	£ 45	15min = 0.25	£ 70
30min = 0.50	£ 40	30min = 0.50	£ 90	30min = 0.50	£140
45min = 0.75	£ 60	45min = 0.75	£125	45min = 0.75	£210
1hour = 1.00	£ 80	1hour = 1.00	£180	1hour = 1.00	£280

We will aim to provide a quote at outset and do everything possible to work within the quoted fee.

Examples of work requiring additional time cost fees include detailed correspondence or meetings with solicitors, advisers, accountants or any other professional, excessive chasing for transfers, aborted transactions, Lifetime Allowance charges, unauthorised payment charges, surcharges and HMRC Revenue & Customs investigations.

All annual fees are payable annually in advance. **All fees except for any annual administration fees are subject to VAT.**