

# Sponsoring Employer Loan Request Form

Please fill out the details below to assist us in processing your loan request efficiently.  
(Note: Loans to companies connected in any way to the SSAS and its members are only available to firms participating in the SSAS.)



Retirement Capital

Scheme Name

Loan Purpose

Please give a brief outline as to what the loan is to be used for:

## THE BORROWER IS A PRESENT SPONSORING EMPLOYER TO THE SCHEME.

Company Name

Company Number

## THE BORROWER IS DUE TO BE ASSOCIATED WITH THE SCHEME AS A PARTICIPATING SPONSORING EMPLOYER.

Company Name

Company Number

## LOAN DETAILS:

### Loan Amount:

**What is the requested loan amount?**

(Note: The maximum loan amount is up to 50% of the scheme asset balance, minus any existing outstanding sponsoring loan liabilities.)

### Loan Term:

**What is the desired term of the loan?**

(Maximum term: 5 years.)

### Interest Rate:

(The interest rate should be set at 1% above the bank base rate.)

### Repayment Frequency:

( Monthly / Quarterly / Annually )

(Please indicate your preferred repayment frequency: (The loan must be repaid in equal instalments of capital and interest throughout the term)

**Form of Security for the Loan:**

(Please note: As per HMRC guidelines, the pension scheme requires a first charge to secure the sponsoring employer’s loan from the SSAS. Therefore, it is necessary to take first charges against the preferred option.)

**What form of security will be provided for the loan?**

**Fixed Charge**

The Asset offered as security must be an unencumbered commercial property.

If selecting this option, please provide:

- 1. An independent valuation of the property to be used as security. (To confirm that the value of the asset is sufficient to support the loan amount plus interest.)
- 2. Full details of the property, including confirmation of the property’s legal ownership and confirmation that the property is not currently the subject of any legal charge

Address of the property	<div></div> <div></div>
Is the property currently unencumbered?	<div></div>
Valuation of Property:	<div></div>
HMLR Reference of Property Offered as Security:	<div></div>
Please provide confirmation of the legal ownership of the property (e.g., title deed).	<div></div>

**Floating Charge**

If selecting this option, please provide

- 1. A copy of the latest company accounts.
- 2. An accountant’s valuation letter to confirm the value of the company's net assets is at least equal to the value of the loan, including interest.

Shares in the Company

(Please note: Regarding shares being used as security, in the event of a distressed sale of assets or the business, the ranking order of claims becomes critical. After secured creditors, floating charge holders are next in line. When shares are pledged as security, the pension fund is the last to receive any distribution. To best protect the pension scheme, if the company has not lodged a floating charge, we recommend proceeding with a floating charge or any assets that allow for a fixed charge to be granted. If neither is possible, shares may be considered as security, in limited circumstances.)

If selecting this option, please provide

- 1. A letter indicating whose shares are being pledged.
- 2. The names of the shareholder(s) and their respective shares and its value.

Shareholder 1 Name: \_\_\_\_\_

Number of Shares: \_\_\_\_\_

Value of Shares: \_\_\_\_\_

Shareholder 2 Name: \_\_\_\_\_

Number of Shares: \_\_\_\_\_

Value of Shares: \_\_\_\_\_

Shareholder 3 Name: \_\_\_\_\_

Number of Shares: \_\_\_\_\_

Value of Shares: \_\_\_\_\_

Shareholder 4 Name: \_\_\_\_\_

Number of Shares: \_\_\_\_\_

Value of Shares: \_\_\_\_\_

Shareholder 5 Name: \_\_\_\_\_

Number of Shares: \_\_\_\_\_

Value of Shares: \_\_\_\_\_

In some exceptional circumstances, other forms of security may be considered, including personal assets. If this is applicable, then in order to make a considered judgement as to a particular asset's suitability as security, please provide as much information as possible (including value).

