

## YOUR TRANSFER REQUEST - NEXT STEPS

Plan number

6081428

Plan holder name

BENJAMIN KEENAN

If you'd like us to continue to consider your transfer request, please complete this form, ensuring you tick the box on page the final page of this form, sign and date your request and send the form and any additional information we've asked for to:

Scottish Widows Limited  
PO Box 24171  
69 Morrison Street  
EDINBURGH  
EH3 1HL

We won't continue to consider your transfer request until we've received this form and the additional information.

**Please note: Questions 1 to 17 (marked with an asterisk) must be answered.** Questions 18 to 22 are pension scheme-specific questions so not all of them will be relevant to you, please read the question and answer if it applies to your scheme.

1. \*What type of scheme are you requesting to transfer to (for example, personal pension, occupational scheme, Small Self-Administered Scheme (SSAS), Qualified Recognised Overseas Pension Scheme (QROPS), Self-Invested Personal Pension (SIPP)?). If you don't know the answer to this question, please send us copies of any documentation you've received from the scheme.

SSAS

2. \*How did you hear about the scheme you'd like to transfer to?

Through the recommendation of a friend.

3. \*What have you been told by the receiving scheme, its administrator, or its representative about receiving a cash payment, bonus, commission or loan from the receiving scheme, its administrators or anyone else, as a result of transferring your benefits?

Nothing, this was not discussed.

4. \*What have you been told about the consequences of accessing any part of your pension fund before the age of 55 (other than on grounds of ill-health)?

I've heard that is generally not advisable, and can lead to significant tax liabilities.

5. \*What promises have you been given about any specific or guaranteed rates of return that your transferred pension fund will achieve in the receiving scheme?

None whatsoever.

6. \*Did the receiving scheme or an adviser/representative of the receiving scheme contact you first and, if so, how did they contact you (e.g. cold call, text, email)?

I was introduced to the SSAS provider via email.

7. \*What promotional material or information about the receiving scheme have you received? Please send us copies or you can email this information to the email address on the front of this letter.

Promotional material enclosed

8. \* During the transfer process, what official documentation has the receiving scheme (or its administrators) sent you? (For example, Key Features, Illustration). Please send us copies or you can email this information to the email address on the front of this letter.

Enclosed

9. \* If you've not received any official documentation about the receiving scheme, please tell us what information you've received/been told and how this information was given to you? For example, has all communication with the receiving scheme or their scheme administrator been by text and/or telephone?

Enclosed

10. \*Has a courier been sent to your home to collect signed documents? Please give full details of how many times a courier has been sent to your home throughout the transfer process.

No.

11. \*What advice have you received in connection with transferring your pension benefits? If you've received advice, please give details of the organisation or company that provided you with that advice along with their FCA registration number. You can ensure that a financial adviser or business is regulated with the FCA by checking the Financial Services Register at [www.fsa.gov.uk/register/home.do](http://www.fsa.gov.uk/register/home.do)

I researched SSAS myself and took advice from several SSAS providers, including this one. No regulated advice has been received.

12. \*If you've not had any financial advice from a regulated financial adviser, please tell us your reasons for wanting to proceed with this transfer without receiving this advice?

As above.

13. \*Have you been pressured by anyone to make a quick decision about transferring your pension? If yes, please give

us full details.

No.

14. \*Have you been told you'll be able to take a higher tax-free cash sum as a result of transferring? If yes, please give full details of the amount of cash you've been promised.

No.

15. \*What have you been told about the type and range of investments available in the scheme? For example, have you been promised a set growth rate, or a growth rate that is 8% or more? Does the scheme include options to invest overseas?

Range of investment options

available - see enclosed material.

No promises re specific returns.

16. \*If you've not been told anything about how your transfer value will be invested in the receiving scheme, please tell us how you've reached the decision to transfer your pension?

For example:

- How have you checked that you fully understand the risks involved?
- If you needed to, can you quickly access these funds if you decided to claim your retirement benefits or transfer them elsewhere?
- Have you been offered a range of investments, or just a single fund to invest in?
- Has the receiving scheme, its administrator or its representative determined, or documented, that you are a 'sophisticated investor'?

I've done extensive ~~past~~ research

on SSAS and want to take a more

direct control of my pension.

17. \*What do you want to achieve through this transfer that you cannot achieve in your Scottish Widows' plan?

Directly controlling my pension

and investing directly in commercial

property.

**Scheme information (please answer these questions if they apply to the scheme you want to transfer to)**

18. If the scheme you want to transfer to is an Occupational Pension Scheme (OPS), a Small Self-Administered Scheme (SSAS), or a Qualified Recognised Overseas Pension Scheme (QROPS), please tell us what is the name of



the individual or company providing day-to-day administration services for the receiving scheme? If you're not sure what type of scheme you are transferring to, please provide names of all those individuals or companies you've had information from in connection with your request to transfer.

Retirement Capital

19. If the scheme you want to transfer to is an Occupational Pension, SSAS or a QROPS, please send us a recent pay-slip as you'll need to show that you're receiving earnings from employment through a trade, business, profession, office or vocation. If you're self-employed, please send us a copy of your recent accounts. Please also send us a copy of the scheme rules and the trust deed. You can get copies of the scheme rules and trust deeds from the scheme administrator.

Enclosed.

20. If the scheme you want to transfer to is an Occupational Pension, SSAS or a QROPS, is your employer going to make contributions to the receiving scheme?

This has not been discussed yet.

21. If you want to transfer to a SSAS, please tell us the name of the limited company you've established the SSAS through.

Broadway Properties Ltd.

22. If the scheme you want to transfer to is a contract-based/personal pension scheme/Self Invested Personal Pension (SIPP), does the scheme provider show a registration number from the Financial Conduct Authority (FCA) on their letterhead? This will be at least an eight-digit number. If yes, please write the number below.

**Important: Please read the enclosed Pensions Regulator leaflet and ask yourself:**

- Are you responding to a cold call, a text message, a website pop-up or a person calling at your home?
- Have you been offered a free pension review, a one-off investment opportunity or a legal loophole?
- Have you been offered a high investment return (or 8% or more)?
- Has paperwork been delivered to your door by a courier?

If you would like a Braille, large print or audio version of this document, please contact us.

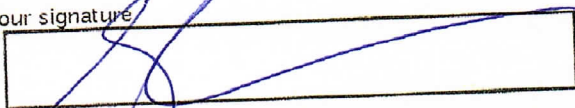
We work hard to keep your personal data secure, which includes regularly reviewing our privacy notice. When there's an important change we'll remind you to take a look, so you're aware how we use your data and what your options are. Please review the latest privacy notice at [www.scottishwidows.co.uk/legalprivacy](http://www.scottishwidows.co.uk/legalprivacy) or ask for a copy on 0345 300 2244.

- Have you been pressured to make a quick decision about whether to transfer?
- Have you been offered access to your pension before the age of 55 or a cash sum tax-free that is more than 25% of your pension fund?
- Have you been offered the opportunity to invest in overseas investments?

Tick this box if you would like us to continue to consider your transfer request.\*

\*Please note: We'll refuse to process a transfer request if a payment to the receiving scheme could be considered by HMRC to be an unauthorised payment or if it does not meet other statutory requirements.

Your signature

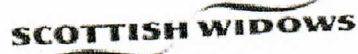


Date

21/6/21

Further reading:

- The Pensions Regulator's website [www.thepensionsregulator.gov.uk](http://www.thepensionsregulator.gov.uk) contains useful guidance



### Declaration of Claim Discharge

Policy Number(s) : 6081428  
Policyholder's Name : MR B KEENAN

#### A. Transfer Instructions

If you choose to transfer to another approved pension provider please complete Section F overleaf and ask the Trustees/Administrators of the receiving Scheme/Life Office to complete Section C below.

#### B. Transfer Value Details

Total amount of transfer value £464,431.11

The total amount of transfer value is not guaranteed. The actual transfer value paid will be calculated on the day after the final documents required for payments are received at Scottish Widows head office (please see policy provisions for further details). Remember that unit values can go down as well as up, so the final amount may be less than the amount quoted above.

While contributions continue, we are unable to process your request to transfer your benefits. You must therefore confirm with your employer and advise us of the date your final contribution will be paid in order for this transfer to proceed

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#### C. Partial transfer request

If you would like to transfer part of your policy please confirm the amount to be transferred from your Group Pension Policy.

If you wish to move the 'maximum amount', please tick the box opposite:  
(If the maximum amount is selected, this will represent the total value of your Policy subject to a nominal amount of £2 remaining in your Policy).

☒

OR

If you wish to move a specific amount, please confirm that amount:  
(If the value of your policy at the date of transfer is less than the specific amount requested, we will instead move the maximum amount).

#### D. Receiving Scheme/Life Office Details

Notes : a) if you would rather receive payment by cheque, please complete your company name and address in the fields below

To be completed by the Trustees/Administrators of the Receiving Scheme/Life Office.

Name of Receiving Scheme/Life Office..... Ben Keenan SSAS  
(The cheque will be made payable to this name) \*please arrange a bank transfer instead



## SCOTTISH WIDOWS

Address of Receiving scheme..... 1A Park Lane, Poynton, Cheshire

..... Post Code ..... SK12 1RD

A/c Name..... Ben Keenan SSAS ..... A/c Number..... 04919088 ..... Sort Code..... 23-83-96

Reference to be Quoted..... B Keenan Scottish Widows  
(if blank National Insurance Number will be quoted)

The transfer value will be paid to:

A registered pension scheme as defined by Part 4 of the Finance Act 2004

☒

Please tick

If the transfer is going to a retirement benefits scheme or a statutory scheme,  
please state the normal retirement age for the scheme.

☐

Please provide your Pension Scheme Tax Reference.

20003771RY

We agree to accept the transfer as indicated above.

Signed ..... Date .....

Title/Designation .....  
(for the Trustees/Administrators of the Receiving Scheme/Life Office)

### E. Notes

- You may lose any protected tax free cash on transfer.
- If the scheme has applied to HMRC for a protected retirement age, this may be lost on transfer.
- If you have applied to HMRC for Enhanced Protection this may be lost on transfer.
- If you have applied to HMRC for a protected retirement age, this may be lost on transfer.

Should you have any queries relating to the above please seek financial advice.

### F. Signature

Complete this section in all cases.

I authorise the transfer to the Scheme/Life Office as detailed overleaf.

Scottish Widows. Registered in England and Wales No. 3196171. Registered office in the United Kingdom at 25 Gresham Street, London EC2V 7HN. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Financial Services Register number 181655.

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**SCOTTISH WIDOWS**

This authority will act as my discharge to Scottish Widows in respect of the amount requested to be transferred in section C as soon as the cheque is paid to the receiving Scheme/Life Office.

Signed .....

(Policyholder's signature)

Date .....

21/6/21

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