

Halifax Share Dealing SIPP Transfer form



Transferring member instructions

This form is an application to transfer benefits from another registered pension scheme into a Halifax Share Dealing SIPP administered by AJ Bell Management Limited (the "receiving scheme"). This form is supplementary to the Application Form completed by the transferring member.

If you would like a copy of this or any other item of our other literature in large print, Braille or in audio format, please contact us on **03457 22 55 25** or by e-mail: **hdsipp@sippdeal.co.uk**.

You must complete all of the details requested on the following page, sign the declaration and return the form to us at the address below.

The Halifax Share Dealing SIPP Administration Team
AJ Bell Management Limited
4 Exchange Quay
Salford Quays
Manchester
M5 3EE

Tel: 03457 22 55 25

Fax: 0345 54 32 601

To be completed by the transferring member

Full name of member

Date of birth

Your SIPP reference (if known)

Full name of transferring pension scheme (if known)

Existing plan or policy number under transferring scheme

Full name of administrator of transferring scheme

Address of administrator of transferring scheme

Town

County Post code

Is the transferring scheme a final salary pension scheme?

Yes No

By transferring from a final salary pension you will be giving up guarantees over the kind of benefits, the amount you will receive and the level of any increases that will be applied to your pension in the future. You must take regulated financial advice before transferring from most final salary pensions.

Is the transfer cash only?

Yes No

Approximate fund value to be paid to the receiving scheme

Does this represent the full value of the plan?

Yes No

Are the funds being transferred:

a) Already entirely in drawdown

b) Already partially in drawdown

c) Not in drawdown

For an in-specie transfer, please provide the name and address of the existing investment manager/stockbroker below (if applicable). Please also complete the list of the assets to be transferred and their values in the assets to be re-registered section below. If this section is not completed this may lead to delays in processing the transfer.

Name of investment manager/stockbroker

Address of investment manager/stockbroker

Town

County Post code

Assets to be transferred

Asset name/description	SEDOL / ISIN	Units	Value

Please continue on a separate sheet if necessary.

Request for transfer

I authorise and instruct you to transfer funds from the plans as listed in this form directly to the receiving scheme in the form of

1. A cash payment made by cheque, or such other method agreed with Halifax Share Dealing SIPP; or
2. An in-specie transfer of assets held on my behalf (after deduction of any outstanding liabilities or charges). Where appropriate Halifax Share Dealing SIPP will advise details of the nominee/parties to whom assets must be transferred. I understand that the existing investment manager or administrator of the transferring scheme is responsible for collecting dividends and tax reclaims, and realising all rights and entitlements in respect of the assets transferred and for passing them to the receiving scheme.

Where you have asked me to give you any original policy document(s) in return for the transfer of funds and I am unable to do so, I promise to accept responsibility for any claims, losses and expenses of any nature which you may incur as a result of having made the transfer(s) listed in this form.

I authorise you to release all necessary information to Halifax Share Dealing SIPP or AJ Bell Management Limited or Sippdeal Trustees Limited to enable the transfer of funds to the receiving scheme. I agree that a copy of this authority should have the validity of the original.

If an employer is paying contributions to any of the plans as listed in this form, I authorise you release to that employer any relevant information in connection with the transfer of funds from the relevant plan.

Until this application is accepted and complete, the receiving scheme administrator's responsibility is limited to the return of the total payment to the current plan.

Where the payment made to the receiving scheme represents all of the funds under the plan listed in this form, then payment made as requested will discharge the current provider of all claims and responsibilities in respect of the plan listed.

Where the payment made to the receiving scheme represents part of the funds under the plan listed in this form, then the current provider will be discharged of all claims and responsibilities only in respect of the part of the plan represented by the payment.

I promise to accept responsibility in respect of any claims, losses and expenses that Halifax Share Dealing SIPP or AJ Bell Management Limited or Sippdeal Trustees Limited and the current provider may incur as a result of any incorrect information provided by me in this application or of any failure on my part to comply with any aspect of this application.

I apply to the scheme administrator of the receiving scheme to accept the transfer from the transferring scheme and to pay it into my SIPP. I confirm that the information provided relevant to my application to transfer benefits into my SIPP is correct and complete, to the best of my knowledge and belief.

I confirm that I have not received any advice or recommendation in relation to the transfer from, a representative of Halifax Share Dealing SIPP or AJ Bell Management Limited or Sippdeal Trustees Limited.

Additional declaration for transfers of income drawdown benefits (if applicable)

I declare that all, or a part, of the transfer payment has been designated to provide income drawdown pension benefits for me under the transferring scheme. I understand that the transferring scheme is responsible for confirming the amount (if any) designated to provide these benefits.

I further understand that the amount of the transfer payment representing these benefits will be applied to provide me with income drawdown benefits under the receiving scheme and will be subject to the same maximum income limit (if any) as under the transferring scheme, until such time as a further review of this limit is triggered.

Name

Date

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Signature

Transferring scheme instructions

If you require any further forms to be completed by the transferring member please contact the member directly.

For a cash transfer, your cheque must be made payable to 'Sippdeal Trustees Limited re [insert name of transferring member]' and sent to the address shown above.

For all transfers you must provide us with full details of the benefits being transferred. The information that you provide must confirm:

- That the transferring scheme is a registered pension scheme under Finance Act 2004.
- The transferring scheme's HMRC Pension Scheme Tax Reference.
- The Total Transfer Value.
- Whether the transfer contains any crystallised benefits and, if so, full details of them.
- Whether you have reason to believe the transferring member has flexibly accessed their pension rights (whether in the transferring scheme or otherwise) and, if so, specify the date you believe the rights were first accessed.
- Whether any of the transfer value derives from a beneficiary's drawdown fund and, if so, whether it is a dependant's, nominee's or successor's drawdown fund, and if it is a dependant's drawdown whether the funds are in capped drawdown (and full details) or flexi-access drawdown.
- Details of any transitional protection relating to the benefits or the transferring member and, if relevant, whether the transfer is part of a block transfer.
- Whether the transfer value derives from a Pension Sharing Order or Provision, or whether an Earmarking Order is in force in relation to the transferring benefits.

For all transfers you must also return this Transfer Authority Form, or a copy of it, to us at the address shown above.

AJ Bell Management Limited is the Scheme Administrator of the Halifax Share Dealing SIPP. AJ Bell Management Limited is registered in England No. 3948391. Registered Office: 4 Exchange Quay, Salford Quays, Manchester M5 3EE. Authorised and regulated by the Financial Conduct Authority and on the FCA register under FCA register number 211468. Sippdeal Trustees Limited is a wholly owned subsidiary of AJ Bell Management Limited, registered in England No. 4050222. Registered Office: 4 Exchange Quay, Salford Quays, Manchester M5 3EE. Sippdeal Trustees Limited does not conduct any regulated activities, and is, therefore, not regulated.

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