



Fairmount Pension Portfolio

Your application.

Welcome

This application form will help us to establish your Fairmount Pension Portfolio.

Contents

This document sets up your Plan under the umbrella master trust with Fairmount Trustee Services Limited as sole trustee. Your Plan name will be 'Fairmount Pension Portfolio - your initial(s) and surname', e.g. 'Fairmount Pension Portfolio - J G Smith'.

Please ensure this document is fully completed, signed by you as the Member.

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Please note:

Please ensure you use your **FULL LEGAL NAME**. Your name and address must be verifiable by your client identification document(s) and be consistent throughout this form.

Personal details

| | | | | |
|---|-----------------------------------|--|--|----------------------------|
| Title | Mr <input type="checkbox"/> | Mrs <input type="checkbox"/> | Miss <input type="checkbox"/> | Other <input type="text"/> |
| Forename | <input type="text"/> | | | |
| Middle name(s) | <input type="text"/> | | | |
| Surname | <input type="text"/> | | | |
| Marital status | Single <input type="checkbox"/> | Married <input type="checkbox"/> | Civil partner <input type="checkbox"/> | |
| | Divorced <input type="checkbox"/> | Separated <input type="checkbox"/> | Widowed <input type="checkbox"/> | |
| | Other <input type="text"/> | | | |
| Date of Birth | DD/MM/YYYY <input type="text"/> | | | |
| Nationality | <input type="text"/> | | | |
| Home address | <input type="text"/> | | | |
| | <input type="text"/> | | | |
| | <input type="text"/> | Postcode | <input type="text"/> | |
| How long have you been at this address? | Years <input type="text"/> | Months <input type="text"/> | | |
| If less than three years, please provide details of your previous address | <input type="text"/> | | | |
| | <input type="text"/> | | | |
| | <input type="text"/> | Postcode | <input type="text"/> | |
| | Years <input type="text"/> | Months <input type="text"/> | | |
| Our preferred method of communication with you will be via email. Please provide your contact details below: | | | | |
| Email address | <input type="text"/> | | | |
| Main telephone number | <input type="text"/> | | | |
| Mobile number | <input type="text"/> | | | |
| If you do not have an email address or prefer to receive communications by post, please tick this box. | <input type="checkbox"/> | | | |
| Consent to receive Marketing communications | Yes <input type="checkbox"/> | No <input type="checkbox"/> | | |
| Are you, or have you been, a politically exposed person or associated with anyone who is or was? | Yes <input type="checkbox"/> | No <input type="checkbox"/> | | |
| If Yes please provide details | <input type="text"/> | | | |
| National Insurance number | <input type="text"/> | | | |
| Planned retirement age | <input type="text"/> | Please enter an age from 55 to indicate when you intend to start taking benefits. If this field is left blank we will assume you intend to take benefits from age 75. | | |

Please note:

Please complete ALL required information in full. Your name and address must be verifiable by your client identification document(s) and be consistent throughout this form.

Please note:

Certain correspondence will be posted to your residential address. If post, rather than email is your preference please do let us know.

Please note:

A politically exposed person is someone who has a high political profile or been entrusted with a prominent public function.

Please note:

Your National Insurance number is essential for your application to proceed.

Please note:

This does not affect your right to start taking benefits at any permitted age.

Eligibility

To be eligible for this Plan you must answer 'Yes' to **ONE** of the following questions:

Are you resident in the UK for tax purposes?

Yes ☐ No ☐

Are you in receipt of earnings which are chargeable to UK income tax?

Yes ☐ No ☐

Are you a Crown Servant performing duties abroad or the spouse or civil partner of such a Crown Servant?

Yes ☐ No ☐

Are you a non UK resident with a qualifying UK Pension Plan or Plans relating to previous UK residency and employment?

Yes ☐ No ☐

Status

Please tick **ONE** of the following boxes to best describe your status:

Employed ☐

Caring for one or more children aged under 16 ☐

Self employed ☐

Caring for a person over 16 ☐

Retired/Pensioner ☐

In full time education ☐

Child under age 16 ☐

Unemployed ☐

If other (please specify)

Please note:

It is important for us to determine the status of the applicant to assist us in confirming eligibility and to ensure that tax relief for contributions are made on terms appropriate to the applicant's status.

Lifetime allowance

Have you registered for protection from the lifetime allowance (LTA)?

Yes ☐ No ☐

If Yes, please indicate which protection applies

Enhanced ☐ Primary ☐ Fixed 2012 (£1.8M) ☐ Fixed 2014 (£1.5M) ☐

Fixed 2016 (£1.25M) ☐ Individual 2014 ☐ Individual 2016 ☐

Please note:

Please send a copy of your certificate to us.

Source of wealth and funds

Please tick **ONE** or more of the following options to indicate from which source(s) your pension is to be funded.

| | Member | Employer | Third Party |
|--|--------------------------|--------------------------|--------------------------|
| Transfer of benefits from another registered pension scheme | <input type="checkbox"/> | | |
| Income from employment | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Divorce settlement | <input type="checkbox"/> | | <input type="checkbox"/> |
| Other (please specify) | <input type="text"/> | | |

Client identification

In accordance with anti-money laundering requirements, we need to verify your identity before we can set up the default bank account.

Without this information we cannot establish your Fairmount Pension Portfolio.

Please provide clear and legible copies of one evidence of identity and one evidence of address from each of the following lists:

Please supply **ONE** item from **EACH** of the following lists.

Evidence of identity

- ☐ Current full passport
- ☐ Current photocard full UK Driving Licence
- ☐ National Identity Card
- ☐ Firearms certificate

Evidence of address

- ☐ Council tax bill
(for the latest tax year)
- ☐ Utility bill (not mobile phone)
dated within the last six months
- ☐ Mortgage statement
dated within the last six months
- ☐ Current full UK driving licence
(but only if this hasn't already
been used to confirm identity)
- ☐ HM Revenue & Customs tax notification
(for the latest tax year)
- ☐ Bank statement
dated within the last six months

Please note:

If you are a UK national living abroad or a foreign national, we may require additional proof of identity. Please contact us.

In addition to the identification provided above we will verify your identity electronically by matching your details held by credit reference and fraud prevention agencies. Please see the Member's Declaration and our Terms of Business for further details.

If there are any problems verifying your identity, we will contact you.

Contributions

If your Fairmount Pension Portfolio is only to receive a transfer of funds from another approved pension scheme and you do not intend to make any contributions, you can ignore this section and go to Section 8.

Important: If protection against the Lifetime Allowance is applicable, you may lose this if you make any contributions to this Plan.

Personal contributions

All eligible personal contributions are made net of basic rate tax. We will reclaim this from HM Revenue & Customs (HMRC), which can take up to 11 weeks.

Net Initial contribution (£)

Net Monthly contribution (£)

Net Annual contribution (£)

I confirm I will have sufficient relevant UK earnings to justify this contribution ☐

Please note: You will be asked to provide evidence of your earnings to support your personal contributions at the end of each tax year.

For contributions by cheque, please make cheques payable to 'Fairmount Pension Portfolio - your initials and surname' e.g. Fairmount Pension Portfolio - J G Smith

Employer contributions

All employer contributions are paid gross of basic rate tax.
We do not require evidence of your earnings for employer contributions.

Gross Initial contribution (£)

Gross Monthly contribution (£)

Gross Annual contribution (£)

For contributions by cheque, please make cheques payable to 'Fairmount Pension Portfolio - your initials and surname' e.g. Fairmount Pension Portfolio - J G Smith

Annual allowance

Have you or your employer contributed to any other registered pension schemes in your name in the current tax year?

Yes ☐ No ☐

If Yes, please provide details of the total amount (£) paid to date

Contributions

If your employer is making contributions to your Plan, they are required to keep a record of contributions that they are due to pay either directly as company contributions or indirectly as an employee contribution deducted from payroll.

Please note:

If you are making contributions in excess of the annual allowance, please provide evidence of earnings for the relevant three years to support 'carry forward'.

Please note:

You must tick this box if personal contributions are being made.

Please note:

Following the establishment of your Fairmount Pension Portfolio you can make regular personal contributions by completing a Standing Order form from your bank and notifying us.

Please note:

If your contributions in respect of a tax year exceed the annual allowance then you may be subject to an annual allowance charge.

Transfers

| | Scheme 1 | | Scheme 2 | |
|--|-------------------------------|----------------------------------|-------------------------------|----------------------------------|
| Name of transferring scheme | | | | |
| Name and address of Trustees, Scheme Administrator or Insurance company | | | | |
| HMRC PSTR (Pension Scheme Tax Reference) number, if known | | | | |
| Plan number | | | | |
| Is this a full or partial transfer? | Full <input type="checkbox"/> | Partial <input type="checkbox"/> | Full <input type="checkbox"/> | Partial <input type="checkbox"/> |
| Total transfer payment (or estimate) £ If a partial transfer, please state the exact amount to be transferred | | | | |
| | Yes | No | Yes | No |
| Is your transfer in-specie? If Yes, please provide a full list of assets. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Have you received free impartial guidance from the Government via Pension Wise? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Is the transfer from a defined benefit/final salary scheme or does it include any other form of safeguarded benefits (e.g. guaranteed annuity rates)?* | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Is the scheme subject to a pension sharing order? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Does the transfer have a protected lump sum? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Does the scheme have a protected pension age? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Have any benefits come into payment? If yes, what benefit type: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Partially crystallised? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Fully crystallised? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Capped drawdown? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Flexi-access drawdown (FAD)? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Date of first flexi-access payment (DD/MM/YYYY). | | | | |
| If benefits in payment, what % of the lifetime allowance has been used up? | | | | |
| Is income to continue after transfer? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Is any part of the transfer a pension death benefits transfer? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| If Yes, what is the value (£) of the transfer? | | | | |
| Have the pension death benefits been designated into dependant's/nominee's/successor's FAD in your name? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| If Yes, what was the date of the designation? (DD/MM/YYYY) | | | | |
| Are the pension death benefits subject to income tax? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Please note:

We are now required to carry out additional checks on transfers and as a result transfers may take longer to complete.

Please note:

If you are in ill health at the time of making a transfer to your SIPP, and should die within two years, the transfer could result in inheritance tax penalties, therefore we recommend that you take independent financial advice.

Please note:

We only have authority to contact relevant parties and obtain information about your transfer once you have completed and signed the Transfer information request in Section 16 of this application.

Please note:

'In-specie' refers to assets that are not transferring as cash.

Please note:

*Before accepting a transfer of more than £30,000 from a scheme with safeguarded benefits (which includes defined benefit/ final salary benefits) into your Plan, we require written confirmation that you have received a positive recommendation to transfer from a Pension Transfer Specialist. Our 'Transfers from schemes offering safeguarded benefits' form must be fully completed and accompany your SIPP application. We are only able to process a safeguarded benefits transfer when we are in receipt of the fully completed application forms, including the above form. From this date of receipt, we will require a minimum of seven working days prior to the transfer expiry deadline.

Transfers

| | Scheme 3 | | Scheme 4 | |
|--|-------------------------------|----------------------------------|-------------------------------|----------------------------------|
| Name of transferring scheme | | | | |
| Name and address of Trustees, Scheme Administrator or Insurance company | | | | |
| HMRC PSTR (Pension Scheme Tax Reference) number, if known | | | | |
| Plan number | | | | |
| Is this a full or partial transfer? | Full <input type="checkbox"/> | Partial <input type="checkbox"/> | Full <input type="checkbox"/> | Partial <input type="checkbox"/> |
| Total transfer payment (or estimate) £ If a partial transfer, please state the exact amount to be transferred | | | | |
| | Yes | No | Yes | No |
| Is your transfer in-specie? If Yes, please provide a full list of assets. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Have you received free impartial guidance from the Government via Pension Wise? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Is the transfer from a defined benefit/final salary scheme or does it include any other form of safeguarded benefits (e.g. guaranteed annuity rates)?* | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Is the scheme subject to a pension sharing order? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Does the transfer have a protected lump sum? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Does the scheme have a protected pension age? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Have any benefits come into payment? If yes, what benefit type: | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Partially crystallised? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Fully crystallised? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Capped drawdown? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Flexi-access drawdown (FAD)? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Date of first flexi-access payment (DD/MM/YYYY). | | | | |
| If benefits in payment, what % of the lifetime allowance has been used up? | | | | |
| Is income to continue after transfer? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Is any part of the transfer a pension death benefits transfer? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| If Yes, what is the value (£) of the transfer? | | | | |
| Have the pension death benefits been designated into dependant's/nominee's/successor's FAD in your name? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| If Yes, what was the date of the designation? (DD/MM/YYYY) | | | | |
| Are the pension death benefits subject to income tax? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Please note:

If you are in ill health at the time of making a transfer to your Plan, and should die within two years, the transfer could result in inheritance tax penalties, therefore we recommend that you take independent financial advice.

Please note:

We only have authority to contact relevant parties and obtain information about your transfer once you have completed and signed the Transfer information request in Section 16 of this application.

Please note:

'In-specie' refers to assets that are not transferring as cash.

Please note:

*Before accepting a transfer of more than £30,000 from a scheme with safeguarded benefits (which includes defined benefit/ final salary benefits) into your Plan, we require written confirmation that you have received a positive recommendation to transfer from a Pension Transfer Specialist.

Our 'Transfers from schemes offering safeguarded benefits' form must be fully completed and accompany your Plan application. We are only able to process a safeguarded benefits transfer when we are in receipt of the fully completed application forms, including the above form. From this date of receipt, we will require a minimum of seven working days prior to the transfer expiry deadline.

Investments

Please tick the relevant boxes below for all the investments that may apply and provide details of your proposed investments.

1. Investment company/Fund platform

Yes ☐ No ☐

If Yes, please complete the following details:

| | | |
|--------------|----------------------|-------------------------------|
| Contact name | <input type="text"/> | |
| Company name | <input type="text"/> | |
| Address | <input type="text"/> | |
| | <input type="text"/> | |
| | <input type="text"/> | Postcode <input type="text"/> |
| Phone number | <input type="text"/> | |
| Email | <input type="text"/> | |

To set up an account with your chosen investment company you will also need to complete and send to us their appropriate application form.

Is this your only investment (other than a potential cash holding) into your Fairmount Pension Portfolio?

Yes ☐ No ☐

If No, please tick all of the following investments that may apply. These are considered illiquid investments.

2. Commercial property - please ensure you have completed our *Commercial Property questionnaire*.

Yes ☐ No ☐

3. Esoteric/Private equity investments - please ensure you read the Investment guidance notes and complete our *Questionnaire*.

Yes ☐ No ☐

4. Loan to unconnected parties - please ensure you read the Investment guidance notes and complete our *Questionnaire*.

Yes ☐ No ☐

5. Other investments - please state:

Dentons Pension Management Limited cannot comment on, nor take any responsibility for the claims of, or performance of, any asset chosen by you and held within your Fairmount Pension Portfolio.

Please note:

If you choose to only invest funds in a single portfolio with an investment manager or platform on Dentons' approved list and the portfolio does not include any nonstandard funds and/or assets, the lower Fairmount Pension Portfolio Standard administration charge may apply.

If you subsequently decide to choose other investments, the higher Fairmount Pension Portfolio Standard administration charge will apply.

Please note:

If you are transferring funds from another registered pension scheme, you will not be able to invest in illiquid assets within the 30-day cancellation period unless transferring assets in specie. Please see Section 13, Transfer Declaration for more information.

Please note:

The Commercial Property Questionnaire, Investment Guidance notes and the Investment Questionnaires can be downloaded from our website or provided on request.

Nominated beneficiaries

Please list below the people whom you would like to receive any lump sum/income benefits in the event of your death.

These nominations will not bind the trustee/administrator but will act as an expression of your wishes.

If you wish to nominate more than three beneficiaries, please copy this page or continue on a separate sheet and attach it to this application form.

You can change your nomination at any time by requesting a further 'Expression of wishes' form.

| | | |
|---|----------------------|-------------------------------|
| First Beneficiary Name | <input type="text"/> | |
| Address | <input type="text"/> | |
| | <input type="text"/> | |
| | <input type="text"/> | Postcode <input type="text"/> |
| Date of birth | <input type="text"/> | |
| Relationship | <input type="text"/> | |
| Percentage (%) of benefit to be paid | <input type="text"/> | |

| | | |
|---|----------------------|-------------------------------|
| Second Beneficiary Name | <input type="text"/> | |
| Address | <input type="text"/> | |
| | <input type="text"/> | |
| | <input type="text"/> | Postcode <input type="text"/> |
| Date of birth | <input type="text"/> | |
| Relationship | <input type="text"/> | |
| Percentage (%) of benefit to be paid | <input type="text"/> | |

| | | |
|---|----------------------|-------------------------------|
| Third Beneficiary Name | <input type="text"/> | |
| Address | <input type="text"/> | |
| | <input type="text"/> | |
| | <input type="text"/> | Postcode <input type="text"/> |
| Date of birth | <input type="text"/> | |
| Relationship | <input type="text"/> | |
| Percentage (%) of benefit to be paid | <input type="text"/> | |

| | |
|------------------|----------------------|
| Total (%) | <input type="text"/> |
|------------------|----------------------|

If you wish to give further details please complete the box below:

My wish is that you also consider the following potential beneficiaries (you can leave this box blank if your wishes are stated in full above):

Please note:

If you are unsure about the implication of your nomination, please contact your Financial Adviser.

Terms and Conditions of Business

1. Dentons Pension Management Limited (Dentons, We or Our) is authorised and regulated by the Financial Conduct Authority (FCA) with register number 461094. Details of this authorisation can be viewed in the FCA Register (<https://register.fca.org.uk/>) or by contacting the FCA on 0800 111 6768.
2. The structure of your pension will depend on how your Plan is/was established and is detailed in the Trust Deed, a copy of which is available on request. Fairmount Trustee Services Limited acts as the bare trustee of the Fairmount Pension Portfolio. Dentons is the scheme administrator and provider of your Plan.
3. These Terms and Conditions of Business and Schedule of Services are deemed to be effective until cancelled by you or us. We reserve the right to make amendments to these terms of business for reasons such as, but not limited to, a change in regulation or legislation and increase of fees: notice of any changes will be given to you. If you do not agree to any amended terms and conditions of business you are entitled to transfer this Plan to another registered provider.
4. Your objectives are understood to be that you wish to facilitate retirement planning by way of a Self Invested Personal Pension ("the Plan"), with you being deemed to be a "Retail Client", unless expressly authorised to adopt an alternative client status in accordance with the provisions of the FCA. Dentons will not normally provide you with advice concerning the suitability or otherwise of your Plan in relation to your own circumstances. We would therefore strongly recommend that you seek financial advice in relation to your individual circumstances.

Dentons will not provide advice in relation to whether an intended investment is appropriate or suitable for your own circumstances excepting that Dentons will inform you should any such investment be considered not to be in accordance with HM Revenue & Customs (HMRC) regulations and requirements. In the event you consider that such advice is required, you should seek this from a competent and authorised intermediary prior to entering into any commitment to implement a particular investment. Dentons is authorised to provide restricted advice relating to regulated financial products. Where advice is given, express confirmation will be provided in writing.

Cancellation

5. You can waive your right to the 30 day cooling off period for the establishment of your Plan which will enable it to be immediately established. If you subsequently decide to cancel your Plan once it has been established but there are no funds in the Plan to meet the establishment fee, you will be liable to pay for these personally.

Contributions

6. Either you, your employer, or a third party on your behalf, may contribute to your Plan at any time in one tax year, but contributions must not exceed the maximum annual allowance limits set by HMRC. All eligible personal contributions are made net of basic rate tax which Dentons will reclaim from HMRC. Employer contributions are paid gross. All contributions must be paid into your default bank account and held in UK pound sterling unless otherwise specifically agreed in writing.

Dentons does not handle clients' money and will itself never accept cash, a cheque or payment by electronic means from you unless it is in settlement of charges or disbursements for which you have been invoiced.

Transfers

7. We will accept transfers from other registered pension schemes into your Plan either in the form of cash, in-specie transfers of assets or a combination of both. If the transfer is in-specie, the length of time taken to complete the transfer will vary depending on the complexity of the asset(s) and other parties involved. Before accepting a transfer of more than £30,000 from a scheme with safeguarded benefits (which includes defined benefit/final salary benefits) into your Plan We require written confirmation that you have received a positive recommendation to transfer from a Pension Transfer Specialist. Cash transfers from defined benefit schemes may take seven working days from receipt of the discharge form(s) at the Dentons office for the transfer to be administered.

Pension benefits

8. You can start taking pension benefits at any time from age 55 even if you're still working. You can start taking pension benefits before the age of 55 only if you suffer from ill health or HMRC has approved this for your particular employment. You can take your pension benefits in stages or the whole fund, to suit your personal circumstances. All pension payments will be made on the 20th of each month.

Terms and Conditions of Business continued

Death benefits

9. In the event of your death, any outstanding funds in your Plan can be paid to your nominated beneficiary or successors at the discretion of the Scheme Trustee. In the event that your nominated beneficiary or successors die whilst receiving benefits, it may be possible for the benefits to continue to cascade to additional beneficiaries until the fund has been exhausted.

Services and fees

10. The services to be provided by Dentons, together with details of specific charges and the basis for non-specific time costed charges, are an integral part of these Terms and Conditions of Business and are detailed and explained in the Schedule of Services.

We keep records of all Our business transactions for at least six years and, in some cases, indefinitely. Your basic personal data will be kept for a maximum of six years following the end of your business relationship with Dentons, after which time it will be destroyed.

All your investments (other than those necessarily using nominee accounts) will be registered in the name of Fairmount Trustee Services Limited unless otherwise agreed in writing.

Dentons does not normally hold original investment documents, or act as custodian, of your Plan's assets.

Fees for administrative services provided by Dentons will be invoiced to the Plan and deducted from the Plan bank account half yearly in advance. All ad hoc transactions are payable half yearly in arrears from the Plan's inception date but Dentons reserves the right to invoice more frequently if appropriate. If there are no funds or insufficient funds in your Plan to meet the fees for administration services, you will be liable to pay these personally.

Alternatively, in the event that there is insufficient cash held within your Plan to meet Our fees We reserve the right to disinvest assets held within your Plan to settle Our invoices and other payments that have become due. In this event, We would usually disinvest from your most recent investment(s) made, but will take other factors such as ease of disposal into account.

In the event of a tax charge arising which is not settled in full from the fund, you will be personally liable to meet any such charges together with any additional costs incurred by the scheme administrator. These charges will be in addition to any administration charges incurred.

Fees will be invoiced on the due date for settlement within 28 days. We reserve the right to charge interest at 8% per annum above the Bank of England Base Rate to any balance which is not settled within that timescale. All fees are subject to VAT.

Payments by the Plan and indemnity

11. From time to time the Plan may receive demands for payment from third-parties (including, but not limited to, property management charges, ground rent or other administration costs). In the event of a bona fide claim for payment by Dentons on behalf of the Plan or from the Plan itself from any third party, We reserve the right to make a payment from Dentons or from the Plan directly on your behalf. This includes if demand for payment is made against Dentons, as scheme administrator or Fairmount Trustee Services Limited as trustee of the Fairmount Pension Portfolio.

Upon receipt of a demand for payment received by Dentons in relation to the Plan, We will write to you to confirm that the amount demanded is genuine and that the sum is owed. If you fail to provide a written response within the requested timeframe, We reserve the right to deem the demand as bona fide and pay the demanded sum on the Plan's behalf and recover the sum from You, or directly from the Plan itself.

If the claim for payment cannot be settled in full from the available fund, you will be personally liable to make any such payments together with any additional costs incurred such as late payment charges.

You agree to indemnify Dentons in full in respect of any charges or sums (including legal or other costs) incurred by or due by Dentons in respect of payments to third-parties through Dentons' role as scheme administrator or Fairmount Trustee Services Limited as trustee of the Fairmount Pension Portfolio. Such charges or sums are to be repaid by you on presentation of a valid invoice from Dentons.

Investments

12. Dentons will not act as investment manager for the assets held within your Plan. The responsibility for acting as such rests with you or any nominated (and authorised) representative you might wish to appoint. In its capacity as the administrator of your Plan, Dentons will account to you and/or any nominated investment manager for any transactions notified to the firm.

If, on acceptance of an investment following Our due diligence processes, the investment is aborted, we reserve the right to apply an administration charge for work undertaken.

Terms and Conditions of Business continued

Legal Entity Identifiers (LEI)

- 13.** Any legal entity wishing to trade in exchange traded instruments (ETIs) needs to register with a Global Legal Entity Identifier Foundation (GLEIF). Dentons can administer the registration process with the London Stock Exchange by providing our own generic LEI if this is applicable to the investment firm: this service would be free of charge. However, if the investment firm requires you to have your own unique LEI there will be a charge for this service. Our understanding is that the rules as applied to Plans only require United Kingdom members to provide their name, national insurance number and date of birth to any agent carrying on trades on their behalf.

Dentons may be approached by independent financial advisers (IFAs), discretionary fund managers (DFMs) and other investment firms to supply this information, where there is a realistic prospect of trades taking place.

Dentons will supply this information on request, providing We are aware of an existing relationship with the investment company.

If you require further information on which financial instruments require these personal details to be provided then please contact your IFA, DFM, or speak to your Pension Consultant at Dentons.

Bank account

- 14.** Your Plan will have its own separate sterling default bank account, and all monies relating to your Plan are banked via this account.

You can also request the establishment of an additional deposit account with any other bank.

Where the default bank account does not allow the Plan bank account to be opened, We reserve the right to cancel the establishment of the Plan.

In respect of commercial property, Dentons receives a payment from our block policy by way of an introducer's fee for any clients introduced and signed-up to property/buildings insurance via our block policy.

General

- 15.** Notwithstanding anything else contained within these Terms and Conditions of Business, neither you nor Dentons shall be liable for failure to perform any function or service where the failure is due to any event outside its reasonable control including, without limitation, fire, flood, strikes or other labour disputes (other than employees and sub-contractors of those relating to either parties) or war, riot, act of God, insurrection, civil disturbances or acts of Government. Subject to the party concerned promptly notifying the other party in writing of the reasons for the delay and its likely duration, their obligations shall be suspended for the period that the circumstances persist.

Data protection

- 16.** All data held is subject to the provisions and requirements of UK Data Protection Legislation, which includes all applicable data protection and privacy legislation in force from time to time in the UK including the General Data Protection Regulation ((EU) 2016/679) (GDPR); the Data Protection Act 2018; the Privacy and Electronic Communications Directive 2002/58/EC (as updated by Directive 2009/136/EC) and the Privacy and Electronic Communications Regulations 2003 (SI 2003/2426) as amended, as determined by the Information Commissioner with whom we are registered as the Data Controller.

We will fulfil the roles of data processor and data controller as defined under GDPR. Dentons will collect sufficient personal information from you in order to establish and administer your Plan. This includes basic facts such as your name, address, dependants and contact details but may include health information that is categorised under GDPR as sensitive personal data, for which We will require you to provide your explicit consent.

The lawful basis of the data processing is that you (known as the 'data subject') are giving your explicit consent that collection of the data is necessary for the performance of a contract with Dentons in respect of the products and services provided.

All the personal data We use is controlled by Dentons in the United Kingdom. No third parties have access to your personal data unless the law allows them to do so. We have a data protection regime in place to oversee the effective and secure processing of your personal data.

All information at Dentons is stored on secure servers. All Our data transfers to and from authorised third party recipients have built in security features, including encryption, to best protect your personal data.

Terms and Conditions of Business continued

We may share your information, including by electronic transfer eg emails, with your consent to other product providers, professional bodies and third party investment advisers We use. We also have a legal obligation to provide information to government departments and regulatory bodies such as the Financial Conduct Authority (FCA), the Prudential Regulatory Authority (PRA), The Pension Regulator (TPR), HM Revenue & Customs (HMRC), appropriate Ombudsmen and the Information Commissioner's Office (ICO). We may also use third party companies to administer and communicate information in respect of Our legal and regulatory obligations.

Where you instruct a financial adviser and/or investment manager in relation to the Plan, you consent to Dentons disclosing personal information held by Dentons on a confidential basis to your adviser and/or investment manager.

Product providers and investment managers may administer your Plan investments and provide other services from centres in countries outside Europe that do not always have the same standard of data protection laws as in the United Kingdom. However, they are required to put a contract in place to ensure that your information is adequately protected, and they will also have to fully comply with GDPR, even when your personal information is held outside of Europe.

If at any point you believe information that We retain about you is incorrect, you can request to see this information and have it corrected and possibly deleted. You may also request that your data be transferred to another data controller in a machine-readable format. Providing you with your data information is free of charge, but charges may apply for excessive requests.

Electronic identification

- 17.** We may verify your identity electronically on a periodic rolling three year basis, or more frequently if required to achieve a positive result, by matching information held by credit reference and fraud prevention agencies to comply with anti-money laundering regulations.

Details of credit histories are not made available to Dentons although the data provider will add a note to your reference file to show that an identity check has been made: it should not be used for future credit assessment purposes. We will not share the results of any electronic verification checks with any third party. A copy of these results will be held on Our systems. By agreeing to these Terms and Conditions of Business your consent is deemed to be given to these verifications.

Conflict of interest

- 18.** There may be occasions where We, or one of Our other clients, may have some form of interest that could give rise to concern. If this happens or We become aware that Our interest, or those of one of Our clients, conflict with your interests, We will inform you in writing to obtain your consent before We carry out your instructions.

Financial Compensation

- 19.** As the client of an authorised firm you might be able to receive compensation from the Financial Services Compensation Scheme in the event that We are unable to meet Our obligations towards you. Most types of investments and mortgages are covered to a maximum of £85,000. Claims in respect of long-term insurance benefits are protected 100% with no upper limit. Claims in respect of general insurance (e.g. buildings & contents) are covered for 90% of the claim with no upper limit.

Complaints

- 20** If you have a complaint, please write to the Compliance Officer at Dentons Pension Management Limited, Sutton House, Weyside Park, Catteshall Lane, Godalming, Surrey, GU7 1XE or email complianceofficer@dentonspensions.co.uk or contact us on 01483 521521. Your correspondence will be acknowledged and your complaint will be dealt with in accordance with Our Complaints Procedure, a copy of which is available on request. If We cannot settle a complaint you may be entitled to refer it to the Financial Ombudsman Service (www.financial-ombudsman.org.uk) or the Pensions Ombudsman Service (www.pensions-ombudsman.org.uk), depending on the nature of the complaint. You will be advised which is the appropriate body to refer your complaint to.

If We cannot settle a complaint in respect of how We have handled your personal data, you can complain to the Information Commissioner's Office (<https://ico.org.uk/>).

Terms and Conditions of Business continued

Instructions

- 21.** To avoid possible disputes, We normally ask Our clients to give us instructions regarding their requirements in writing. We will, at Our discretion, accept oral instructions provided they are subsequently, where possible, confirmed in writing.

We will endeavour to action your instructions as soon as possible and normally within seven working days.

Disclaimer

- 22.** You should be aware that We cannot comment on, nor give assurance on, the outcome of any investment.

Input period

- 23.** The end of the first pension input period of the Plan will be on 5th April following the establishment of the Plan.

Communications

- 24.** Our standard methods of correspondence are letter, telephone or email. Letters will normally be sent via the postal service unless We are instructed to use special methods of delivery. All correspondence will be in English.

Legal

- 25.** This document, together with the Key Features, shall be governed by and construed in accordance with the laws of England and Wales. It is based on our current understanding of regulations and can be subject to change as tax laws and legislation may change over time.

Limitation of liability

- 26.** We will provide services as outlined in this Terms and Conditions of Business (including the Schedule of Services). Our liability to you is limited to losses, damages, costs and expenses caused by Our negligence or wilful default. However, to the fullest extent permitted by law, We will not be responsible for any losses if you or others supply incorrect or incomplete information, or fail to supply any appropriate information, or if you fail to act on Our advice or respond promptly to communications from us.

You confirm that you will not hold us responsible, to the fullest extent permitted by law, for any loss suffered by you arising from any misrepresentation (intentional or unintentional) supplied to us either orally or in writing in connection with this Plan. You agree that you will not bring any claim in connection with services We provide to you against any of Our partners or employees personally.

Unless there is legal or regulatory requirement to do so, Our work is not to be made available to third parties without Our written permission and We will accept no responsibility to third parties for any aspect of Our professional services or work that is made available to them.

Terminating your Plan

- 27.** Should you decide to terminate your Plan, We will make Our best endeavours to assist in the orderly transfer of your pension assets to another registered provider and We would seek prompt settlement of any outstanding fees and a charge for the work involved in terminating your Plan will be made. You will remain responsible for any changes, fees or other disbursements incurred and payable up to, and including, the date of termination. We will also charge for the work involved in the transfer.

Schedule of Services

Trustees

1. Administration of your Plan is provided through Dentons Pension Management Ltd (Dentons). The sole trustee is Fairmount Trustee Services Limited.

As Scheme Administrator, Dentons reserves the right to unwind any transaction which might, in their opinion, result in a tax charge being imposed on your Plan.

Dentons allow a wide range of investments to be held in your Plan and We would advise that you seek financial advice before making any decisions. Although Dentons will not provide any advice on the suitability of investments We reserve the right to refuse to hold any proposed investment.

Establishment

2. Dentons will provide all of the necessary documentation to establish your Plan and will set up the Plan's default sterling bank account, check application details, carry out anti-money laundering verification (We will retain the certified copies on Our file), process initial contributions and reclamation of tax on contributions. When establishment of your Plan is finalised, you will be sent a folder containing copies of all of the completed documentation.

Standard Administration

3. Dentons will provide the following ongoing administration services as standard:

- > Setting up and maintaining the database records
- > Receiving and recording of contributions into the Plan
- > Reclaiming tax relief on contributions to the Plan
- > Ongoing liaison with investment managers
- > Monitoring the Plan's default sterling bank account together with any additional bank accounts and checking bank statements.

Please note: For administrative convenience, although you will be required to authorise all bank transactions, We will hold the cheque book. It is essential that all receipts and payments of cash, and all investment transactions, are channelled through the Plan's default bank account, so that the Plan's investments can be monitored and reconciled and a financial statement produced each year.

It is your responsibility to also monitor the transactions within your Plan, particularly those carried out by third party investment providers and Dentons should be notified immediately of any error.

- > Obtaining and checking periodic portfolio valuations from investment managers
- > Production of an annual financial statement
- > Production of an annual statutory money purchase illustration
- > Ongoing monitoring of the requirements of HMRC and those of any other relevant body, including updating of documentation to ensure the continued compliance with all appropriate regulations.

Please note: The Plan is subject to HMRC rules and Dentons reserves the right to veto any investments or actions which it believes may contravene those rules.

- > Responding to the routine information reporting requirements (including periodic audits) regarding the Plan as required by HMRC and other appropriate bodies
- > Updating of scheme documentation to ensure that the Plan continues to adhere to HMRC requirements.

Additional Administration

4. Dentons will provide the following additional administration services on a fixed or time cost basis, depending on the service:
 - > Liaising with administrators of any pre-existing pension arrangements transferred to the Plan to ensure compliance with statutory and HMRC requirements

Schedule of Services continued

- Receiving and recording of any transfer payments into the Plan from pre-existing pension arrangements, and any transfer payments out of the Plan
- Opening any additional bank accounts outside of the default bank account
- Setting up investment portfolios or platforms
- Recording and passing on to investment managers your investment instructions
- Liaising with you or your adviser, by telephone, post or email correspondence when discussing aspects of your Plan including, HMRC rules on contributions to the Plan, taking benefits and death benefits
- Liaising with advisers and other providers to ensure correct title in the purchase or sale of investments, by the Plan
- Recording and passing on to you contract notes and other investment documentation received from investment managers
- Arranging for cheques, including electronic payments, in settlement of investments and other purposes to be forwarded to and signed by the relevant authorised signatories
- Calculating retirement benefits together with reports and critical yield illustrations
- Setting up pension payroll arrangements, including payment net of tax under PAYE and the accounting for tax to HMRC and its settlement
- Calculating and producing documentation for benefit reviews
- Reclaiming any tax recoverable on investment income received by the Plan from HMRC
- Arranging the provision of life assurance cover under the Plan, if required
- Amending the Plan documentation to reflect changes in your circumstances
- VAT registration and quarterly returns, if required
- Providing such other services as may, in Our opinion, be required from time to time to ensure the smooth running and continued adherence to the requirements of HMRC or any other relevant statutory body including the submission of an annual scheme return
- Work in connection with any investigation of your Plan by HMRC, the FCA or any other regulatory body
- Registering and supplying Legal Entity Identifier(s) to enable trading in certain financial instruments, where required
- Arranging for the transfer of your Plan to another pension scheme, if required.

Charges

5. Our charges for the services described above are as follows:

- Establishment and Standard Administration services fees are outlined in the Fairmount Pension Portfolio Fee Schedule.
- Additional Administration services are charged on a time-recorded basis. The charging rate for each member of Dentons' staff reflects their skill and ability. The hourly rate for a consultant is £246 and for an administrator is £141. We will always endeavour to ensure the staff member best suited for the cost-effective operation of the Plan carries out any required work.
- Annual fees for administration services will depend entirely upon the work Dentons is required to undertake to ensure the smooth running of the Plan. Where required, advice relating to life assurance or annuities will be by way of a pre-agreed fee or by commission which will be agreed in advance.
- Fees for administration services provided by Dentons will be invoiced to the Plan and deducted from the Plan bank account half yearly in advance. Fees for ad hoc administrative services will be invoiced to the Plan and deducted from the Plan bank account half yearly in arrears, but We reserve the right to invoice more frequently if appropriate.
If there are no funds in your Plan to meet the fees for administrative services, you will be liable to pay for these personally. Alternatively, in the event that there is insufficient cash held within your Plan to meet Our fees We reserve the right to disinvest assets held within your Plan to settle Our invoices and other payments that have become due. In this event, We would usually disinvest from your most recent investment(s) made, but will take other factors such as ease of disposal into account.

Schedule of Services continued

In the event of a tax charge arising which is not settled in full from the fund, you will be personally liable to meet any such charges together with any additional costs incurred by the Scheme Administrator. These charges will be in addition to any administration charges incurred.

Fees will be increased on 1st April each year.

Fees will be invoiced on the due date for settlement within 28 days. We reserve the right to charge interest at 8% per annum above the Bank of England Base Rate to any balances which are not settled within that timescale.

Please note: All fees are subject to VAT.

A copy of the Fairmount Pension Portfolio Fee Schedule, outlining a full breakdown of the fees, is available on request.

Member's declaration

I apply to Dentons Pension Management Limited (Dentons) to become a member of the Fairmount Pension Portfolio. I consent to Dentons making such enquiries as it deems necessary to administer the Fairmount Pension Portfolio and hereby authorise the provision of such information by my employer or any other organisation.

I declare that:

- (a) To the best of my belief and knowledge the particulars, undertakings and declarations contained in this application are correct and complete.
- (b) The total contributions made by me, or on my behalf, other than employer contributions, will not exceed the higher of:
 - I. the basic amount or
 - II. my relevant UK earnings for that tax year as defined in Section 189 of the Finance Act 2004.
- (c) I shall give notice to the Administrator, Dentons Pension Management Limited, if any event occurs, and as a result of which I will no longer be entitled to relief for any contributions pursuant to Section 188 of the Finance Act 2004. Such notice shall be given by the later of:
 - I. 5 April in the year of assessment in which the event occurs and
 - II. the date which is 30 days after the occurrence of that event.

I confirm that I have been provided with a copy of the Plan's Key Features document and I have received, read and agree to the Terms and Conditions of Business and the Schedule of Services for Dentons. I acknowledge that whilst Fairmount Trustee Services Limited is not authorised to give restricted investment advice, Dentons is so authorised but, ordinarily, will not provide investment advice to individuals implementing a Fairmount Pension Portfolio.

I understand that I should seek professional advice in connection with all, or any, investments to be held within my Plan and will invest in accordance with that advice. I understand that Dentons cannot comment on, nor take responsibility for the claims of, or performance of, any asset chosen by me and held within my Plan. I confirm I have sufficient relevant UK earnings to justify personal contributions as outlined in Section 7 and that I will need to provide evidence of my relevant UK earnings at the end of each tax year.

Electronic Identity Verification

I understand that Dentons may verify my identity electronically by matching my information against information held by credit reference and fraud prevention agencies. I understand that details of credit histories are not made available to Dentons and, although the data provider will add a note to my reference file it should not be used for credit assessment purposes. I understand that my identification will be electronically verified on a rolling three year periodical basis, or more frequently if required to achieve a positive result. I acknowledge that Dentons will hold a copy of the results on their systems to evidence that my identity has been verified.

Transfers

In respect of a transfer I request that the Scheme Administrator of the transferring scheme transfers the stated amount of my available transfer value. I authorise the Trustees/Scheme Administrator of the transferring scheme to provide such information as may be requested by the Administrators of my Fairmount Pension Portfolio.

On completion of the transfer(s), I discharge the transferring Scheme Administrator from all liabilities under the plans listed in Section 8.

I understand that if I am in ill health at the time of making a transfer to my Fairmount Pension Portfolio and should die within two years, that the transfer could result in inheritance tax penalties and I should take independent financial advice.

Transfer Declaration

I confirm that I am requesting a transfer of funds to a Fairmount Pension Portfolio from all of the plan numbers listed in Section 8.

- I authorise and instruct the providers of the scheme(s) listed in Section 8 (ceding provider(s)) to transfer funds from the plan(s) as listed in Section 8 directly to Dentons. Where the ceding provider(s) has/have asked me to give them any original policy document(s) in return for the transfer of funds, and I am unable to do so, I promise that I will be responsible for any losses and/or expenses which are the result, and which a reasonable person would consider to be the probable result, of any untrue, misleading or inaccurate information deliberately or carelessly given by me, or on my behalf, either in this form or with respect to benefits from the ceding scheme(s).
- I authorise the ceding provider(s) to release all necessary information to Dentons to enable the transfer of funds to Dentons.
- I authorise the ceding provider(s) to obtain from and release to the financial adviser named in this application (if applicable) any additional information that may be required to enable the transfer of funds.
- If an employer is paying contributions to any of the plans as listed in Section 8, I authorise the ceding provider(s) to release to that employer any relevant information in connection with the transfer of funds from the relevant plan(s).
- Until this Plan application is accepted and complete, Dentons' responsibility is limited to the return of the total payment(s) to the ceding provider(s).

Member's declaration continued

- Where the payment(s) made to Dentons represent(s) all or part of the funds under the plan(s) listed in Section 8, then payment made as requested will mean that I shall no longer be entitled to receive pension or other benefits from that part of the plan(s) represented by the payment(s)
- I promise to accept responsibility in respect of any claims, losses and expenses that Dentons and the ceding provider(s) 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.
- If I have taken benefits from any pension arrangement, with the ceding or any other pension provider in a way which means I am subject to the Money Purchase Annual Allowance (MPAA), I have supplied the date the MPAA first applied to me in Section 8 or I am transferring a capped drawdown arrangement(s) to a flexi-access drawdown arrangement(s), I will be subject to the MPAA from the date of my first flexi-access payment.

Please note: MPAA will apply when pensions are flexibly accessed and will restrict annual contributions to £4,000pa.

Cancellation rights for transfers

I understand that I have 30 days from when a transfer is requested to change my mind and this right to change my mind for transfer(s) is separate from my right to cancel the establishment of my Fairmount Pension Portfolio. I also acknowledge that I am NOT able to fully waive these cancellation rights.

I am also aware that if I do decide to cancel the transfer, the original pension scheme is not obliged to accept the return of funds and it will be my responsibility to provide Dentons with details of a registered pension scheme that will accept the returned funds within the 30 day cancellation period.

I understand that if I exercise my right to cancel a transfer into my Fairmount Pension Portfolio I might not get back the sum I originally invested. I also understand that the amount I will receive is the actual realisation value of the investment upon encashment less any applicable charges.

I understand that a transfer Cancellation Notice will be sent to me once my Plan has been established.

YOU MUST NOW COMPLETE AND SIGN THE FOLLOWING

Plan establishment cancellation rights

I understand that I have the right to cancel this Fairmount Pension Portfolio application. On receipt of my fully completed and signed establishment documentation, I understand that Dentons will send me a Cancellation Notice and I have 30 days from receipt of this Notice to tell Dentons that I have changed my mind and wish to cancel my Fairmount Pension Portfolio application. Alternatively, I understand that I can waive my Plan establishment cancellation rights and in this case my Plan will proceed to establishment immediately.

I wish to proceed as indicated below. One box from below MUST be ticked.

- ☐ **YES:** I confirm that I wish to waive my Plan establishment cancellation rights immediately and proceed with the establishment of my Plan and request of transfers (if applicable). I understand that I will then be unable to cancel my Fairmount Pension Portfolio.
- ☐ **NO:** I confirm that I do NOT wish to waive my rights to my statutory 30 day Plan establishment cancellation period and I understand that my Fairmount Pension Portfolio will NOT be established until after this period has expired. I also understand that Dentons will NOT request a transfer of funds (if applicable) until after this period has expired.

Member's declaration continued

Financial Advice

Please tick as appropriate

☐ **NO:** I confirm that a Financial Adviser has not been involved in connection with this Application nor in relation to the establishment of my Fairmount Pension Portfolio. I also confirm that I have not received advice from Dentons in connection with this Application.

☐ **YES:** I confirm that regulated financial advice has been provided by:

Name of Financial Adviser

FCA Individual reference number

Name of Company

FCA Company reference number

Adviser Company address

Adviser email address

Adviser contact telephone number

To be completed by the Financial Adviser named above

I confirm that I have given advice on this client's Plan on:

Establishment

Yes ☐

No ☐

Related transfers (as outlined in Section 8)

Yes ☐

No ☐

Investments

Yes ☐

No ☐

Contributions

Yes ☐

No ☐

Financial Adviser signature

Financial Adviser name

Please note:

If you are unable to physically sign this form, we will accept confirmation of these points directly from your company email address to enquiries@dentonspensions.co.uk

Member's declaration continued

General health

Do you have any health concerns we should be aware of?

Yes

☐

No

☐

If Yes, please provide details in the box below

Does anyone have Power of Attorney over your financial affairs?

Yes

☐

No

☐

If Yes, please provide details in the box below

Are there any other factors you feel we should be aware of in order to administer your pension scheme to the best of our capability. Please provide details below:

General and Explicit Consent

In addition to your general consent to hold your personal data in accordance with the information outlined in Section 11, Data Protection, we need you to give us your explicit consent in the event that we need to hold sensitive personal data about you, which might include health information. Any such information will be held in a secure environment and only kept for as long as is necessary in order to comply with the regulations. Where relevant, you have the right to withdraw your general and explicit consent at any time, however, without your consent, we will not be able to process the data you have provided.

Member's declaration

I confirm that the details provided on this Fairmount Pension Portfolio application and other accompanying documentation are accurate, correct and complete to the best of my knowledge and belief. I also confirm that I have read and understood the Terms and Conditions included in Section 11. I understand that it is a serious offence to make a false statement and that the penalties for this are severe and could lead to prosecution. I will notify Dentons in writing of any change in the information provided in this form, especially a change of name and permanent residential address.

I hereby give Dentons my general and explicit consent to collect data that is necessary to provide financial products and services to me in accordance with the terms and conditions outlined on this form.

Signed

Date (DD/MM/YYYY)

Member

Administrator's declaration (not for completion by the member)

We, Dentons Pension Management Limited, hereby agree to administer your Fairmount Pension Portfolio.

We also undertake that we shall only transfer funds out of your default bank account in settlement of fees or to facilitate such transactions as you confirm to us.

Signed

Date (DD/MM/YYYY)

On behalf of Dentons Pension Management Limited



Dentons Pension Management Ltd
Sutton House, Weyside Park
Catteshall Lane, Godalming
Surrey GU7 1XE

T 01483 521 521
F 01483 521 515
E enquiries@dentonspensions.co.uk
W www.dentonspensions.co.uk

Dentons Pension Management Limited, Denton & Co Trustees Limited, NTS Trustees Limited, TP Trustees Limited, Sippchoice Trustees Limited, Fairmount Trustee Services Limited and M.A.B. Trustee Company Limited are registered in England & Wales under numbers 02352951, 01939029, 01407848, 02604059, 06869793, 01909678 and 01604556 respectively. Registered office at Sutton House, Weyside Park, Catteshall Lane, Godalming, Surrey, GU7 1XE.

Dentons Pension Management Limited is authorised and regulated by the Financial Conduct Authority, register number 461094.

VAT number for Dentons Pension Management Limited is 863 1639 14.
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Transfer information request

Please complete this form for each transfer listed in Section 8. If you have more than one transfer, please copy and complete this form for each transfer.

| | |
|----------------------------------|--|
| Member name | <input type="text"/> |
| Address | <input type="text"/> |
| | <input type="text"/> |
| | <input type="text"/> Postcode <input type="text"/> |
| Date of birth | <input type="text"/> |
| National Insurance number | <input type="text"/> |

Please note:

Please ensure that all Transfer request forms are sent to us with your application.

I request Dentons Pension Management Limited to investigate the value of the pension arrangements shown below with a view to transferring the proceeds to my Fairmount Pension Portfolio.

| | |
|---------------------------------|----------------------|
| Transferring Scheme name | Policy number |
| <input type="text"/> | <input type="text"/> |

| | |
|------------------------------------|-------------------------------|
| Transferring Scheme address | <input type="text"/> |
| | <input type="text"/> |
| | <input type="text"/> Postcode |

I hereby authorise the insurance company and/or administrators concerned to provide Dentons Pension Management Limited with the details they request regarding the arrangement.

| | |
|-------------------------|--------------------------|
| Member signature | Date (DD/MM/YYYY) |
| <input type="text"/> | <input type="text"/> |



Dentons Pension Management Limited
Sutton House, Weyside Park
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