

# TRANSFER OF SAFEGUARDED OR GUARANTEED BENEFITS INTO A SIPP

Application Form



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For use when transferring safeguarded benefits or guarantees

Please complete this form to request a transfer into your SIPP with ourselves if you have 'safeguarded benefits' in the transferring scheme.

This will be the case if the scheme is a 'final salary' or 'defined benefit' scheme, or if there are other guarantees or promises under the scheme, for example, enhanced Tax Free Cash.

Please complete this form using black ink and block capitals.

## How do I submit my transfer in form?

You can submit your transfer in form to us using the following contact details.

Curtis Banks Ltd  
3 Temple Quay  
Bristol  
BS1 6DZ

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# Transfer Form

Client's name

Client's plan number

## 1 Client's declaration

### Nature of initial advice

As your SIPP administrator, we believe it is important that we seek to ensure that you are aware of and understand the nature of the benefits that you are proposing to surrender.

**You must take professional advice before proceeding - we will not accept the transfer unless such advice has been taken and your adviser recommends a transfer. This declaration by you must be countersigned overleaf by the adviser, who must be authorised to give pension transfer advice.**

This will enable you to make a well informed decision regarding your pension benefits.

### Declaration

Curtis Banks Ltd are not able to provide you with advice regarding this matter. In order to assist you, we have provided below a summary of some of the key points that you should have considered with your adviser and understood.

- If you transfer from a Final Salary Scheme to a Money Purchase Scheme, such as your SIPP, you will give up the promise of a guaranteed pension.
- In a Final Salary Scheme you are guaranteed a certain level of pension when you retire.
- Your Occupational Pension Scheme may be protected against inflation up to 5% a year and sometimes more depending on the Scheme rules. This protection starts from the date you left the Scheme until your retirement.
- Your Occupational Pension Scheme may possibly provide discretionary benefits such as increases to your pension once you retire.
- Your Occupational Pension Scheme may allow you to retire early on a reduced pension or may provide a pension if you had to retire early because of ill health.
- If you were a member of your Occupational Pension Scheme on 10 December 2003 then, depending on the rules of that scheme, it is possible that you have a protected early retirement age under that scheme. This protection will normally be lost on transfer.
- It is possible that your tax-free cash entitlement accrued prior to 6 April 2006 under your Occupational Pension Scheme is protected. This tax free cash protection may be lost on transfer.
- It is also possible that you have protected/enhanced Tax Free Cash under your Personal Pension. This Tax Free Cash may be lost on transfer.
- If you have registered with HM Revenue & Customs for Enhanced Protection it is possible that this protection may be lost on transfer.
- If your Occupational Pension Scheme is underfunded and your employer became insolvent the scheme will have access to the pension protection fund.
- The pension you get from your SIPP will depend on the amount you transfer and/or contribute, the performance of the investments you choose, charges and how much pension your fund can buy when you decide to retire.
- You, rather than your past/present employer, carry a risk if the investments within your SIPP perform badly.
- Any guaranteed benefits, such as guaranteed annuity rates, attached to an existing personal pension arrangement will be lost upon transfer to a SIPP.
- Once you have transferred rights out of your existing pension scheme, you will not be able to transfer back.

## 2 Scheme details

Full name and type of scheme being transferred, for example: OPS DB, GPP

Name of scheme administrator/  
trustee/insurance company

Address

Contact name/number

Policy/account number  
(if applicable)

Transfer value (or estimate)

£

HM Revenue & Customs  
reference number (if known)

## 2 Scheme details (continued)

Is the transfer a credit as a result of a Pension Sharing Order?

Yes

No

Is the transfer part of a block transfer?

Yes

No

If yes, please provide details of any protected tax free cash entitlement, minimum pension age etc which is being preserved by the block transfer

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## 3 Client's declaration & signature

- I confirm that I have read page 3 of this form and understood the nature of benefits I am giving up.
- I confirm that I wish to proceed with the transfer based on the recommendation and advice I have received from a Financial Adviser. Please tick the box below:

### Tick box

Print name

Signature of client

Date

## 4 Adviser's declaration & signature

### Declaration

In respect of Safeguarded Benefits

- I confirm that I am authorised by the Financial Conduct Authority to carry out the regulated activity in article 53E of the FCA's regulated activities in order to provide advice on safeguarded benefits.

### Tick box

In respect of guarantees not classed as a Safeguarded Benefit:

- I can confirm that I am authorised by the Financial Conduct Authority to provide advice on these guarantees:

### Tick box

- I confirm that I have provided the member with appropriate advice about the proposed transfer of safeguarded benefits/guarantees to flexible benefits within a Curtis Banks SIPP, including the production of a TVAS if applicable, and have given a positive recommendation to proceed with the transfer based on a clear rationale.

Print name

Signature of adviser

Firm name

Firm address

Financial Services Register  
reference number for firm

Financial Services Register reference  
number for individual (if applicable)

Date



## Notes



## Notes

Curtis Banks Limited,  
3 Temple Quay,  
Bristol, BS1 6DZ

T 0117 910 7910  
F 0117 929 2514  
[curtisbanks.co.uk](http://curtisbanks.co.uk)

**Call charges will vary. We may record and monitor calls.**

If you're contacting us by email, please remember not to send any personal, financial or banking information because email is not a secure method of communication.

Curtis Banks Limited is a company registered in England & Wales (registered number 06758825) and is authorised and regulated by the Financial Conduct Authority (number 492502) with its registered address at 3 Temple Quay, Bristol BS1 6DZ. SIPP GUARTIN 0921 September 2021

