

Change of Address Form

Updating Your Address Details

For use with Your Future SIPP, Suffolk Life MasterSIPP, SimSIPP, SmartSIPP and Suffolk Life SIPP.

For all other products, please use the Curtis Banks Change of Address form available on our website.

Please use this form if you have moved or are about to move house, and return it to Curtis Banks at the above address.

1 Accessing our services

If you experience difficulties accessing any of our services due to personal circumstances, we may be able to make some adjustments to help you. Please provide us with details of your needs so we can assess any reasonable adjustments that we can make for you.

The information you provide will help us assess your requirements and make any reasonable adjustments to improve how we work and communicate with you.

We will require your consent to process this information, and to enable us to share this data with other third parties where appropriate, e.g. investment firms or advisers, to help us, and others to continue to meet your needs. Please could you kindly provide this below.

I agree to my information being processed by Nucleus Financial Platforms Group, to include being shared and gathered between relevant third parties.

Please refer to our Group Privacy Notice, should you require further guidance on how we collect use and protect your personal information. This can be found at www.nucleusfinancial.com/privacy-notice or please ask your adviser or us for a copy.

Your consent to share personal information is entirely voluntary and you may withdraw your consent at any time. Should you have any questions about this process, or wish to withdraw your consent, please contact the SIPP Support Team on 0370 414 7000 or sippsupportteam@curtisbanks.co.uk.

2 Your current/old details

Plan number

Full name

Address

3 Your new details

Address

Home telephone

Mobile telephone

Work telephone

Email

Please tick this box if you would like us to update the address of any beneficiaries who have the same address noted on our records.

4 Declaration

Please note my change of address to commence (please tick or complete date as appropriate):

With immediate effect

From a specific date

Date

Please indicate below which of the following apply to you:

1

I am a UK relevant individual

A UK relevant individual is one who:

- has relevant UK earnings chargeable to income tax for that year;
- is resident in the UK at some time during that tax year;
- was resident in the UK at some time during the five years immediately before the tax year in question and was also resident in the UK when the individual joined the pension scheme;
- has general earnings for that tax year from overseas Crown employment subject to UK tax (as defined by Section 28 of the Income Tax (Earnings and Pensions) Act 2003).

2

I am a non UK individual

You are entitled to contribute any amount, but you will not be entitled to receive any tax relief on your contributions.

Client Declaration

I undertake to inform the scheme administrator in writing (within 30 days) if:

- I cease to be a UK resident or change my country of residency;
- I contribute on aggregate more than 100% of my earnings to this and any other pensions scheme in any tax year;
- I cease to have UK relevant earnings;
- I begin to have UK relevant earnings again;
- There is a change in my employment status;
- There is a change in my permanent residential address;
- I cease to be a UK relevant individual.

Client's signature

Date

For literature in alternative formats, such as Braille, large print, audio or E-text, please call us on 0370 414 7000, or via the Typetalk service on 18001 0370 414 7000.

Curtis Banks Pensions,
153 Princes Street,
Ipswich, IP1 1QJ

T 0370 414 7000
F 0370 414 8000
curtisbanks.co.uk

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

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