

IMPORTANT NOTICES: Taking pension benefits will have a serious impact on your retirement planning and may have other impacts on your finances, so you should always seek professional financial advice before proceeding. You are also entitled to free, impartial guidance on your options from the Government-backed Pension Wise service. You can access this online at www.pensionwise.gov.uk, over the telephone from The Pensions Advisory Service or face-to-face through the Citizens Advice Bureau. To book a telephone or face-to-face meeting, call Pension Wise on 0800 138 3944. This is not a substitute for full, regulated financial advice.

1 MEMBER INFORMATION

Full Name:

Forthplus SIPP Reference:

2 LIFETIME ALLOWANCE INFORMATION

I. Lifetime Allowance Protection

Please detail any lifetime allowance protection you have with HMRC if applicable:

Not applicable:

Type:

Certificate Reference:

(Please enclose a copy of this certificate with the form)

II. QROPS Transfers

Please list any transfers made to QROPS on or after 6th April 2006.

Not applicable:

Pension Scheme	Value of Transfer	Date of Transfer	% of Lifetime Allowance Used

III. Pensions Started before 6th April 2006

Please list all pensions which were started before 6th April 2006.

Not applicable:

Pension Scheme	Value of Transfer	% of Lifetime Allowance Used

IV. Pensions Started after 6th April 2006

Please list all pensions where you elected to start taking benefits on or after 6th April 2006.

Not applicable:

Pension Scheme	Value of Transfer	Date of Transfer	% of Lifetime Allowance Used

If you need to add additional information please reprint this page and provide with your form.

3 TYPE OF BENEFIT PAYMENT

Pension Drawdown

3.1 Amount of Pension to Crystallise: Full Pension OR % OR Amount

3.2 PCLS Amount (up to 25%)
Please ensure section 3.1 is completed: Maximum Allowed OR % OR Amount

Pension Income

3.3 Amount of Income to Take (Gross): None OR Amount Per Payment

3.4 Regularity of Income: One Off OR Monthly OR Annually

Date of First Income Payment: DD / MM / YYYY

Uncrystallised Funds Pension Lump Sum (UFPLS)

Amount or Percentage of Uncrystallised Pension to be Paid (Before Tax)

Full Pension

OR

Specific Amount

Please note: One Off payments are made on or around either 14th/28th of the month and regular payments are paid on or around 28th of the month, subject to funds being available in good time.

4 BANK DETAILS

The bank details to which all payments are to be made

Account No. Sort Code: - -

Bank Name: Branch Address:

IBAN: SWIFT/BIC:

Payments can only be made to the pension member. Please provide evidence, such as a bank statement, to confirm the account details and that the account is in your name, such as a bank statement. This is required before payment can be released.

What currency are payments to be made in?

(Where required, any currency payments will be exchanged using our appointed currency broker facilities at their prevailing rates)

IMPORTANT NOTICE: Tax is calculated and paid in GBP at prevailing rates, and all income is reported in GBP.

5 MEMBER DECLARATION AND CONFIRMATION

Member Declaration

I request and consent to the payment of benefits as set out in this form. In doing so, I understand and agree that:

- It is my responsibility to ensure there is sufficient liquidity in the pension plan's operating account to make the payments, including all fees and charges, and failure to ensure such may result in the delaying of payments. The Scheme Administrators will not automatically create liquidity and instructions must be provided to facilitate such. I will not hold Forthplus liable if the income is paid late due to delayed or inadequate disinvestment instruction.
- Liquidity for PCLS relating to this drawdown must be made and remitted to me within 12 months of the date of crystallisation or I may lose my entitlement to it being paid in a tax advantaged state.
- The basis used for valuing investments held under my SIPP for benefit crystallisation purposes will be determined by the Scheme Administrator, taking into account HMRC requirements. In particular, I understand that the values used for some types of investment for this purpose may be different to that shown on valuation statements.
- I will indemnify the Scheme Administrator against any liability to pay tax or other charges which arise out of the provision of false or misleading information.
- Income payments are made net of tax using the UK PAYE structure. Tax codes used will be those provided to us by HM Revenue & Customs (HMRC). Any queries regarding these tax codes must be taken up by me directly with HMRC.
- Any overpayment or underpayment of income tax is a matter between the HMRC and I and beyond the reporting of tax paid, is not the liability of the Scheme Administrator.
- Bank charges, currency exchange charges, investment penalties and other charges may be liable on or before any payment and may impact the amount I receive. I accept these charges and instruct you to make the payment of benefits after these charges have been settled.
- Where a payment exhausts a pension, any outstanding charges due to the Scheme Administrator will be collected in full prior to remitting the benefit payment.
- If I select to receive an income from a Flexi-Access Drawdown fund or I receive an Uncrystallised Funds Pension Lump Sum (UFPLS), I will be subject to the Money Purchase Annual Allowance rules.
- Where the Money Purchase Annual Allowance rules apply to me, I am required to tell all schemes, of which I am a member, that I am subject to the Money Purchase Annual Allowance.
- Where I am instructing a crystallisation event, I am required to confirm all lifetime allowance usage and accept that a tax charge will be liable on any portion of crystallisation arising as a result of exhausting all of the Lifetime Allowance available to me, as the Scheme Member, and that any such tax charge will be paid prior to the remittance of funds. However, in certain circumstances, I may be required to pay additional amounts due directly to HMRC.
- The information on this form is used in dealings with HM Revenue & Customs. It is a serious offence to make false statements with penalties being severe. False statements could lead to prosecution.

Member
signature:

Date: / /

CHECKLIST

- Completed Taking Your Pension Form
- Copy of bank statement or screenshot of online banking received from your registered email address
- Dealing instruction (if funds are invested)

Glossary of Terms (this list is not exhaustive and more guidance is available through Pension Wise and your Financial Adviser)

- Crystallise Pension:** Using an amount of your pension to provide you with benefits at that point in time.
- Uncrystallised Pension:** The amount of pension you have not yet crystallised which may be used to provide you with a lump sum or income in the future.
- Lifetime Allowance:** The total amount of pension you can take in the UK without triggering a tax charge.
- Lifetime Allowance Protection:** Where an individual, who may have been affected by the changes in the Lifetime Allowance, has applied for limited protection against its impact to HMRC and this has been confirmed.
- PCLS:** A (usually) tax free lump sum which can be paid when you choose to take your pension, representing 25% of the Crystallised pension amount.
- QROPS Transfers:** Where you have transferred your pension savings from the UK to an overseas pension scheme.