



Individual

Executive Pension Plan

Tax-free Cash Entitlement Form

Members of an Executive Pension Plan may be entitled to more than 25% of the scheme value as a tax-free cash sum depending on individual circumstances. This form enables us to gather all the information we require to calculate the maximum tax-free cash entitlement for the member under the scheme.

Please use BLOCK CAPITALS and black ink when filling in your answers. On completion of this form, please return it to: Royal London House, Alderley Park, Congleton Road, Nether Alderley, Macclesfield, SK10 4EL.

1 Personal information

Member's details

Name

Plan number Scheme name

2 Employment details

Part A: Dates of service

Please provide details of all service with the employer to which the scheme in Section 1 relates. Exclude service that is not taxable under pay as you earn (PAYE) and service prior to 06 April 1973 if the member was a controlling director. If broken service exists, please show all periods of service.

From to

Has the member at any time after 16 March 1987 and within 10 years of retirement, been a director and either on his/her own or with one or more associates owned or controlled 20% or more of the ordinary share capital of the company, either directly, indirectly or through other companies?

Yes ☐ No ☐

2 Employment details continued

Part B: Salary and taxable benefits prior to 6 April 2006

Please give details of the total salary and taxable benefits (e.g. bonuses, company car) the member received **prior to 6 April 2006** or if earlier, the date of leaving service and/or the scheme, in the table below. Note: for controlling directors we require a minimum of the best three consecutive years **prior to 6 April 2006** or if earlier, the date of leaving service and/or the scheme. Benefits that are taxable under PAYE may be included.

Year	Salary	Taxable benefits

Please continue on a separate sheet, complete and attach it to this form.

Tick this box if you are attaching additional sheets (these should be signed and dated). ☐

3 Other pension benefits

Part A:

Is the member entitled to benefits from other schemes? Yes ☐ Please complete the rest of this section.

(In respect of this employment and/or any previous employment) No ☐ Please go to Section 4.

If there is more than one additional scheme, please photocopy this page, complete and attach it to this form. Tick this box if you are attaching additional sheets (these should be signed and dated). ☐

Scheme details

Type of scheme (tick one box)

☐

Defined Benefit

☐

Money Purchase

☐

Section 32 Buy Out

☐

Other

Please specify

Employer

Scheme name

Provider's name
& address

Postcode

Plan number

Date of joining

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Value of benefits
at 6 April 2006

£

Part B: Benefits payable at retirement

Please provide details of all benefits payable at the member's retirement date from other schemes provided by their current employer and/or any previous employer, in the table below.

	Pension amount	Tax-free cash taken
Scheme of current employer		
Scheme of current employer		
Other benefits e.g. Personal Pension		

4 Privacy notice

This section should be read by all applicants

We'll use the information you've provided in this form to calculate the maximum tax-free cash entitlement for the member of an Executive Pension Plan.

We'll also share your information with selected third party companies such as service providers, regulators and research companies. Your information may be used to allow us to complete regulatory checks and to help us provide a better service for our customers.

If you'd like to know more about how we use your information, including your rights, our lawful basis, who else we may share it with and how long we keep it for, please take a look at our full privacy notice at royallondon.com/privacynotice. If you'd rather receive this information in another format, for example a recorded version, please call us on 0800 0853252.

5 Declaration

We certify that we have read every question and answer in detail and the information that we have supplied on behalf of the member is true to the best of our knowledge and belief.

We understand that the information we have supplied will be used to calculate the benefits under the member's plan.

If further tax becomes payable because the information provided in this form is proven to be incorrect then we understand that the member will be wholly and personally liable for any tax charge or penalty as may be imposed by HM Revenue & Customs.

Signed for and on behalf of the Trustees

Signed		Name	
Date	D D M M Y Y Y Y	Position	
Signed		Name	
Date	D D M M Y Y Y Y	Position	

In order to protect our customers, we may have to verify your identity, or the identity of certain individuals connected to this plan. We'll do this electronically to make things easier for you.

If you'd prefer, we don't do this check electronically, please provide 2 pieces of identification (e.g. passport or driving licence and utility bill) with this application form. If you don't provide this evidence, then we'll take this as your acceptance and proceed with the electronic checks.



Royal London
royallondon.com

We're happy to provide your documents in a different format, such as braille, large print or audio, just ask us when you get in touch.

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