

Power of Attorney Registration Form

Application guide

This form should be completed by a person who has been appointed as attorney and is enabled to act individually on behalf of a James Hay Partnership client under a Power of Attorney. This form is required so that we can fulfil our Anti-Money Laundering responsibilities in respect of the attorney.

For instances where two or more attorneys are being appointed, a separate form is required for each attorney.

Sections A, B and E must be completed.

If you have been appointed as an attorney in a personal capacity please also complete Section C.

If you have been appointed as an attorney in a professional capacity please also complete Section D.

Please complete this form in BLOCK CAPITALS and black ink and return it to James Hay Partnership, Dunn's House, St Paul's Road, Salisbury, SP2 7BF. If you need any help with completing this form, please call your Service Executive Team or our general enquiry number 03455 212 414.

А	Client details	Attorney to complete
Full	name of the client for whom you have the Power of Attorney	
Jame	es Hay Partnership product i.e. Modular iSIPP, Wrap, SSAS	
Jame	es Hay Partnership product number(s)/Wrap client number(s)/SSAS scheme number(s)	
SSA	5 only – scheme name	
в	Your details	Attorney to complete
Title		
Fore	name	
Surn	ame	
Anv	other name you have been, or are, known by	
Perm	nanent residential address	
	Postcode	
Natio	onality	
Is your country of residence the United Kingdom? Yes No		
lf 'No	If 'No' please specify	
Do y	Do you have dual nationality? Yes No	
lf 'Ye	s' please specify	

с	Personal attorney home address	Attorney to complete
Hom	ne address (personal attorney only)	
	Postcode	
D	Professional attorney business address	Attorney to complete
Busi	ness address (professional attorney only)	
	Postcode	
Reg	ulatory number	
Nam	ne of regulator/professional body or society's website	

Е	Declaration (Please read carefully)	Attorney to complete
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Data Protection Statement

You can access full details on what to expect when we process your personal data under your product in the Data Protection Statement - James Hay Products document, which is available on our website at www.jameshay.co.uk or by calling us on 03455 212 414. If you have any questions about data protection, please contact us using the contact details in the Data Protection Statement.

At James Hay, we conduct market research to improve our products and services. Please tick this box if you do not wish to receive invitations to participate

You can change your mind at any time by contacting us.

It is an offence to make false statements and the penalties are severe and could lead to prosecution.

By signing this Declaration I am agreeing to its contents.

Attorney's signature

Date



Checklists	
PERSONAL ATTORNEY CHECKLIST	PROFESSIONAL ATTORNEY CHECKLIST
Have you completed Section A?	Have you completed Section A?
Have you completed Section B fully?	Have you completed Section B fully?
Have you completed Section C?	Have you completed Section D?
Have you signed and dated Section E?	Have you signed and dated Section E?
Have you enclosed evidence of identity?	Have you enclosed or already sent a certified copy of th
Have you enclosed or already sent a certified copy of the Power of Attorney?	Power of Attorney?
Checklist of additional documentation required	
you have a financial advisor, they can verify your identity by comp	lating a 'Confirmation of Varification of Identity' form. If you do

If you have a financial adviser, they can verify your identity by completing a 'Confirmation of Verification of Identity' form. If you do not have a financial adviser, you will need to supply us with appropriate documentation from the list below.

Please send photocopies of the documentation to us at James Hay Partnership, Dunn's House, St Paul's Road, Salisbury, SP2 7BF.

If you require any assistance, please call your Service Executive Team or our general enquiry number 03455 212 414.

Copies of supporting literature and forms are available at www.jameshay.co.uk

EVIDENCE OF YOUR IDENTITY

Black and white photocopies of two documents - one from list A and one from list B. Items from the same source cannot be used twice.
List A
List B

• Unexpired passport

- Unexpired UK old style driving licence (not provisional)
- Unexpired UK photocard driving licence
- Firearms certificate or shotgun licence
- EEA or Switzerland National identity card
- Northern Ireland voters card.

- Unexpired UK old style driving licence (not provisional)
- Unexpired UK photocard driving licence
- Council tax bill
- Firearms certificate or shotgun licence
- Bank statement (not internet printed)
- Credit card statement (not internet printed)
- Utility bill (not mobile phone, satellite/cable TV or internet printed bills)
- HM Revenue & Customs coding/assessment/statement/ tax credit
- Northern Ireland voters card.

We may be able to verify your name, address and age electronically by doing a search with an external agency if you provide us with your full UK passport number.



PASSPORT NUMBER

This is the full number from the bottom line of your passport including the two digits at the end.

Passport expiry date	

We are able to provide literature in alternative formats. For a Braille, large print or audio version of this document call us on 03455 212 414 (or via the Typetalk service on 18001 03455 212 414).

James Hay Partnership is the trading name of James Hay Services Limited (JHS) (registered in Jersey number 77318); IPS Pensions Limited (IPS) (registered in England number 2601833); James Hay Administration Company Limited (JHAC) (registered in England number 4068398); James Hay Pension Trustees Limited (JHPT) (registered in England number 4073695); James Hay Wrap Nominee Company Limited (JHWNC) (registered in England number 4773695); James Hay Wrap Nominee Company Limited (JHWNC) (registered in England number 4773695); James Hay Wrap Nominee Company Limited (JHWNC) (registered in England number 7259308); PAL Trustees Limited (PAL) (registered in England number 1666419); Santhouse Pensioneer Trustee Company Limited (SPTCL) (registered in England number 1670940); Sarum Trustees Limited (SarumTL) (registered in England number 1003681); Sealgrove Trustees Limited (STL) (registered in England number 16409404); The IPS Partnership Plc (IPS Plc) (registered in England number 1035681); Sagarove Trustees Limited (STL) (registered in England number 14458445); Union Pension Trustees Limited (UPT) (registered in England number 1739546). JHS has its registered office at 2nd Floor, Gaspé House, 66-72 Esplanade, St Helier, Jersey, JEI 1GH. IPS, JHAC, JHPT, JHWM, JHWNC, SPTCL, SarumTL, IPS Plc, PAL, STL, UPT and UPTL have their registered office at Dunn's House, St Paul's Road, Salisbury, SP2 7BF. JHAC, JHWM, IPS and IPS Plc are authorised and regulated by the Financial Conduct Authority. The provision of Small Self Administered Schemes (SSAS) and trustee and/or administration services for SSAS are not regulated by the FCA. Therefore, IPS and IPS Plc are not regulated by the FCA in relation to these schemes or services. (04/19)