

James Hay Wrap Charges Schedule

Charges applicable from 6 April 2020

This Charges Schedule sets out James Hay Partnership's charges for administering your James Hay Wrap (Wrap). This is a legally binding document between you and James Hay Partnership, as it forms part of your Wrap Terms and Conditions, along with your Wrap application form. There is a glossary at the end of this document to explain some of the terms used. For further information, please visit our website at www.jameshay.co.uk or call us on 03455 212 414.

The final column in each table shows when the charge will be applied:

- Annually in advance - **A**
- After completion - **C**
- Monthly in arrears - **M**
- Quarterly - **Q**

Section 1 - Charges

Monthly transaction charge	Amount (£)	
Overall Wrap valuation:		
First £500,000	0.35% p.a.	M
Next £500,000	0.15% p.a.	
Over £1,000,000	0.05% p.a.	
Minimum charge (with a second Connected Wrap) (with each subsequent Connected Wrap)	32 12.50 7	

The monthly transaction charge is calculated on the overall value of your Wrap, including all associated bank accounts and any property cash accounts, but excluding the value of any property held with a Wrap SIPP.

It is calculated monthly from the date your Wrap was opened, and is deducted proportionately from the following bank accounts around the 8th of the following month:


- The Investment Portfolio Bank Account for the Wrap Investment Portfolio and Wrap ISA products (and the Wrap Offshore Bond if it was opened before 30 October 2006)
- The SIPP Bank Account for the Wrap SIPP
- The Offshore Bond cash account for the Wrap Offshore Bond.

Please see Section 2 for an example of how this charge is applied, and Section 3 for further information on the discounted minimum charge for Connected Wraps.


James Hay Wrap Charges Schedule

Investment transactions	Amount (£)	
Investment Centre transactions - buy, sell or switch (per instruction, per product)	Online: Nil Paper: 20	C
External investments - buy, sell or switch (per investment provider, per product)	Online: Nil Paper: 20	
Sharedealing transaction charge using Selftrade as a stockbroker (first 20 transactions per annum are included in your monthly transaction charge)	15 per transaction (after 20 transactions)	

Commercial Property held within the Wrap SIPP	Amount (£)	
UK purchase or transfer in	600 + VAT	C
Purchase charge per additional member	100 + VAT	
VAT initial registration	120 + VAT	
Mortgage arrangement charge	250 + VAT	
Purchase or sale cancellation fee	300 + VAT	
Sale or transfer out	450 + VAT	
Buy-out (with documentation changes) (without documentation changes)	600 + VAT 450 + VAT	
Annual property charge using CBRE (first lettable unit/lease in each property) (each additional lettable unit/lease in each property)	1,027 + VAT 594 + VAT	A
Annual property charge self managed by member (first lettable unit/lease in each property) (each additional lettable unit/lease in each property)	567 + VAT 486 + VAT	
Annual VAT charge (not when self managed option is selected)	108 + VAT	
Annual mortgage charge	162 + VAT	
Additional member annual charge (for each additional member)	108 + VAT	
Pre-funding expenses charge	50 + VAT	C
Property development charge (capped at £2,000 + VAT per development)	0.5% of cost of works + VAT	
Charge for failing to provide property related documentation within 90 days of the request (applicable to self managed property only)	75 + VAT	Q

 Please note that the option to self manage property is only available in certain circumstances. Please see the Commercial Property Purchase and Maintenance Guide on our website for further information.

Transfers out and closure	Amount (£)	
Administration charge - on any cash payments received after your Wrap product is closed (for example, dividends). Any balance will be forwarded to you on completion of the transaction.	Equal to the value received (Maximum of £50 per payment)	C

 We do not charge for administering a transfer out. However, no charges will be refunded in part or full when a transfer out is initiated.

Important notes

Additional work

The above charges indicate the standard work involved in administering your Wrap. However, we may charge on a time/cost basis if we need to perform additional administration in exceptional circumstances. We will charge a minimum hourly rate of £150 + VAT, relevant to staff seniority and expertise.

Annual charge increases

We automatically apply increases to annual charges on 6 April each year in line with the rise in the Average Weekly Earnings (AWE) Index (or any equivalent index in the event that the AWE Index ceases to exist).

Regulatory/industry levies

If any levy or taxation is imposed on us or your Wrap, under the Financial Services Compensation Scheme or any other regulation affecting our business, we may recover an amount equal to the proportion of the levy/taxation from your Wrap product. We will give you 30 days' notice if this occurs.

Section 2 - Example

Below is an example of how the monthly transaction charge is calculated and paid, where a customer:

- Holds a James Hay Wrap with a total value of £2,000,000 (excluding property) with £500,000 in each of the Wrap Investment Portfolio, Wrap SIPP, Wrap ISA and Wrap Offshore Bond products.

Monthly transaction charge calculation	(£)
First £500,000 at 0.35%	1,750
Next £500,000 at 0.15%	750
Balance of £1,000,000 at 0.05%	500
Total charge per annum (to be divided by 12)	3,000
Total (per month)	250

How the charge is allocated	(£)
25% from the SIPP Bank Account	62.50
50% from the Investment Portfolio Bank Account (for the Investment Portfolio and the ISA)	125
25% from the Offshore Bond cash account	62.50
Total (per month)	250

For illustrative purposes only

Section 3 - Questions and answers

How do these charges get paid?

We automatically deduct charges from the bank accounts associated with your Wrap, and do not send invoices when charges are due.

If there is insufficient cash available when charges become due, at our discretion, we may sell investments within your Wrap to pay charges.

It is therefore important that you and your financial adviser regularly monitor the balances of the bank accounts associated with your Wrap to ensure there is sufficient cash available to pay any charges that are due.

Are there any other charges that I need to consider?

Depending on your investment choices, you may incur charges from investment managers, stockbrokers and fund managers, including where a model portfolio is held. If you invest in commercial property, you may incur solicitor or property manager fees. Your financial adviser may also take a charge for their services, which they will agree with you. Value Added Tax (VAT) may be applicable to these charges.

Third parties may take their charges from cash they hold on your behalf, if applicable, or they may be paid from the bank accounts associated with the Wrap product.

Can I use the bank accounts associated with my Wrap as investments?

Your bank accounts are not suitable investment vehicles, as they are primarily designed for holding cash over short periods whilst your investments are being made, or your benefits or charges are being paid.

What rate of interest is paid on my bank account(s)?

The rate of interest we pay will change from time to time. The current interest rate you are receiving can be found on our website. Banks pay us extra interest due to the total amount we hold with them. We retain this extra interest as it helps us to keep down the other charges on your Wrap.

Am I eligible for a discounted minimum charge?

You may be eligible for a discounted minimum charge if an individual legally connected to you (for example a family member, spouse, civil partner or business partner) holds or opens a James Hay Wrap. Please note however, that if you cease to be legally connected to the individual (for example following divorce or the death of the individual), then the discount will no longer apply. Please contact us for further information.

You can find more information on the James Hay Wrap products by visiting the literature pages on our website at www.jameshay.co.uk, or by contacting us on 03455 212 414.

Glossary

Associated bank account(s)	The bank account connected to the relevant product within your Wrap, including the Investment Portfolio bank account, the SIPP bank account, the ISA bank account and the Offshore Bond cash account.
Connected Wrap	A Wrap which is held or opened by an individual legally connected to you, such as a family member, spouse, civil partner or business partner.
Investment Centre	Our in-house platform that gives you access to a range of 3,700 collective investment schemes from leading fund managers, provided on discounted terms.
Investment manager	For your Wrap Investment Portfolio or Wrap SIPP, you can instruct us to open an account with a UK based and FCA authorised investment manager. The investment manager can buy and sell investments, including those traded on a stock exchange, and they will hold those investments for your Wrap product in their custody. They can be appointed on an execution-only, advisory or discretionary basis. Please see our website for further information.
Online	Investment instructions are considered to be 'online' where they are placed via your James Hay Online account for Investment Centre trading, or are sent attached to a secure message from your James Hay Online account for non-Investment Centre trading.
Stockbroker	You can instruct us to open an account with a UK based and FCA authorised stockbroker. You can then instruct them to buy and sell investments that are traded on a stock exchange, and they will hold those investments for your Wrap product in their custody. The James Hay Wrap offers access to the Selftrade service, or you may be able to appoint a different stockbroker for your Wrap Investment Portfolio or Wrap SIPP. Please see our website for further information.

We are able to provide literature in alternative formats. For a Braille, large print, audio or E-text 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 1435887); James Hay Wrap Managers Limited (JHWM) (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 Pensioner 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 1444964); The IPS Partnership Plc (IPS Plc) (registered in England number 1458445); Union Pension Trustees Limited (UPT) (registered in England number 2634371) and Union Pensions Trustees (London) Limited (UPTL) (registered in England number 1739546). JHS has its registered office at 2nd Floor, Gaspé House, 66-72 Esplanade, St Helier, Jersey, JE1 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)