

## Confirmation of advice to transfer pension fund to James Hay Partnership



JHAY1031

### Application guide

Please complete this form if you are a financial adviser and you have advised the below named applicant on transferring an occupational defined benefits pension scheme or an occupational money purchase pension scheme which contains safeguarded benefits to James Hay Partnership.

If the applicant is transferring an occupational money purchase pension scheme that does not contain safeguarded benefits, then before we can proceed we require either the completion of this form confirming that you have advised the applicant to transfer the scheme to James Hay Partnership, or written confirmation from the transferring scheme that the transfer does not contain any safeguarded benefits.

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 are not the named financial adviser on the application form, we will require a signed letter of authority from the applicant before accepting this form.

If you need assistance in completing this form, please call your Service Executive Team or our general enquiry number on 03455 212 414.

### 1 Applicant details

Financial adviser to complete

|                                   |                      |
|-----------------------------------|----------------------|
| Applicant name                    | <input type="text"/> |
| Name of transferring scheme       | <input type="text"/> |
| Transferring scheme policy number | <input type="text"/> |

### 2 Declaration

Financial adviser to complete

I confirm in respect of the proposed transfer from the above named transferring scheme that:

- This transfer contains safeguarded benefits, as defined by the Financial Conduct Authority (FCA)  Yes  No
- I have provided the above named applicant with advice in respect of this transfer in accordance with, in particular, the Financial Conduct Authority Conduct of Business Sourcebook, Chapter 19  Yes  No
- I have given a personal recommendation that the pension transfer is suitable for the applicant and that the applicant should proceed with this transfer  Yes  No
- The personal recommendation has been given/checked by a pension transfer specialist as defined by the FCA and includes an appropriate pension transfer analysis and transfer value comparator as applicable  Yes  No
- I am qualified to provide financial advice in respect of pension transfers, as defined by the FCA, and my firm has the appropriate FCA permissions to provide advice on pension transfers and opt outs.  Yes  No

Financial adviser's signature

Name of firm

Date

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FCA firm reference number

Name of financial adviser

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 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)