

James Hay Partnership SIPP

Permitted Investments List

**CLOSED
TO NEW
BUSINESS**

This document details the permissible investments for the James Hay Partnership SIPP (Partnership SIPP). For information relating to the purchase of these investments, please refer to the SIPP Technical Product Guide. Please also refer to the Important Notes section at the end of this document.

Permitted Investment Categories

SIPP Bank Account
Stock Exchange listed companies
AIM and PLUS Stock Exchange companies
Deposits
Unit trusts and OEICs
Government Securities
Quoted Debentures, loan stocks
Traded futures and options (relating to stocks and shares on a recognised futures exchange)
Companies quoted on a recognised overseas stock exchange
Building Society permanent interest bearing shares (PIBS)
Second hand/traded endowment policies
Insurance company managed funds and unit linked funds
Direct purchase of commercial property in the UK (including agricultural land, hotels, nursing homes and public houses)

Hedge funds*
Exchange Traded Funds
Contracts for Difference
Shares in unquoted private companies*
Offshore funds*
Investment grade gold bullion*
Real Estate Investment Trusts (REITs)
Pooled investment vehicles and syndicates where the member cannot influence or control the investment (known as Genuinely Diverse Commercial Vehicles)*
Loans to unconnected third parties.*

* Should you wish to invest in this asset type and you have not engaged a financial adviser who is both promoting and advising you to proceed with this investment, please call us on 03455 212 414 to ensure that your proposed investment can be considered in line with our policies and any limits in place at that time.

Non-Permitted Investments

Direct purchase of residential property
Direct purchase of tangible moveable property (art, antiques etc)
Commodities
Loans to connected parties
Wasting assets (defined as having an expected life span of 50 years or less)
Property limited liability partnerships
Premium bonds
Residential ground rents

Indirect investment in residential property and tangible moveable property i.e. where the pension fund purchases shares or units in a company or fund which enables the member or connected parties to control or influence the investment strategy of that company or fund. For example, the SIPP purchases 50% of the shareholding in a company which invests in residential property.
US Mutual Funds
Direct purchase of commercial property overseas (including agricultural land, hotels, nursing homes and public houses).

Restrictions on new investments into Non-Mainstream Pooled Investments (NMPIs)

NMPIs are defined by the Financial Conduct Authority (FCA) and cover Unregulated Collective Investment Schemes (UCIS) and close substitutes.

Where an NMPI is a permitted investment under one of the above categories, the following restrictions apply to new investments into NMPIs from 1 January 2014.

1. You must receive financial advice from an authorised Financial Adviser, advising you to invest in an NMPI before we carry out your investment instruction. This includes additional investments into NMPIs in which you have already invested.
2. Your Financial Adviser must submit a completed "Confirmation of promotion and recommendation to invest in NMPI" form confirming that they have promoted the NMPI to you and advised you to invest in the NMPI.
3. We cannot carry out your instruction to invest in an NMPI unless you appoint a Financial Adviser for the transaction and your appointed Financial Adviser complies with the above requirements.
4. A Collective Investment Scheme listed on a recognised exchange, but which is still an Unregulated Collective Investment Scheme, will be classified as an NMPI and will be subject to the above requirements.
5. We do not accept cases where a Financial Adviser confirms that they have advised on the investment, but did not promote the investment to you.
6. Overseas Undertakings for the Collective Investment of Transferable Securities (UCITS) which have not applied for recognition in the United Kingdom must comply with the above requirements.
7. Officers or employees of an NMPI must be advised as above if investing in an NMPI.

Arranging Investments

The James Hay Partnership SIPP allows a wide variety of investments to be arranged. These notes provide some general guidance, but cannot include all situations, as these are too diverse to be covered by one document. If you require any assistance with arranging an investment please contact us or your Financial Adviser.

DEPOSIT ACCOUNTS

The account must be in the name of both James Hay Pension Trustees Limited (JHPT) and the member as co-trustee.

It is mandatory that both the member and JHPT are joint signatories.

Example

As the member and JHPT are both Trustees of the Partnership SIPP, all transactions must be authorised by both parties. The account name will therefore be “James Hay Pension Trustees Limited - member name”.

The member will need to complete the application form accordingly, and forward it to us for signing and returning/sending on. The initial deposit can be made either by cheque, BACS or CHAPS* transfer. This is arranged by us once the account details are known.

Statements must be issued to both James Hay Partnership and the member. If the deposit taker will only issue statements to one address, these must be sent to James Hay Partnership.

EQUITIES, INVESTMENT TRUSTS, FIXED INTEREST SECURITIES, WARRANTS, PIBS, FUTURES, OPTIONS.

In most cases, these are purchased via an investment manager or execution only stockbroker. You can choose which investment manager or execution only stockbroker the SIPP will open an account with, as long as the relevant firm is appropriately regulated by the Financial Conduct Authority (FCA) in the UK to undertake that type of investment business.

If you open an investment management account, this can be on an advisory, discretionary or execution only basis - again the choice is yours. The account must be in the name of JHPT and the member as co-trustee; “James Hay Pension Trustees Limited - member name”. It is mandatory that both JHPT and the member are joint signatories.

Example

A member has a James Hay Partnership SIPP and both JHPT and the member are trustees. The member's transactions can be authorised by him alone PROVIDED the proceeds from any sales are either paid to the investment

manager/execution only stockbroker account in the name of JHPT and the co-trustee, the SIPP Bank Account, or another account opened for the SIPP in the name of JHPT and the co-trustee where JHPT is a co-signatory on the account.

You will need to complete the investment manager's/execution only stockbroker's application form and forward it to us for signing and returning/sending on.

Portfolio valuations should be sent to James Hay Partnership and the member. If the investment manager/execution only stockbroker will only send these to one address, these must be sent to James Hay Partnership.

* CHAPS payments will be charged at £15 each.

UNIT TRUSTS, OPEN-ENDED INVESTMENT COMPANIES (OEICS), UNDERTAKINGS FOR COLLECTIVE INVESTMENTS IN TRANSFERABLE SECURITIES (UCITS).

These can be accessed directly from the fund manager, or via a fund supermarket or other platform.

In either case, the application form must be completed in the name of both JHPT and the member as Trustees of the SIPP. It is mandatory that both the member and JHPT are joint signatories.

Example

A member has a James Hay Partnership SIPP and both JHPT and the member are trustees. The member's transactions can be authorised by him alone, PROVIDED the proceeds from any sales are paid to the SIPP Bank Account.

You will need to complete the application form and forward it to us for signing and returning/sending on.

The investment can be made either by cheque, BACS or CHAPS.* This is arranged by us once the application form is complete.

Statements must be issued to James Hay Partnership and the member. If the fund manager/platform manager will only issue statements to one address, these must be sent to James Hay Partnership.

INSURANCE COMPANY MANAGED FUNDS

A member has a James Hay Partnership SIPP and both JHPT and the member are trustees. The application form must be completed in the name of both JHPT and the member as trustees; "James Hay Pension Trustees Limited - member name". It is mandatory that both JHPT and the member are joint signatories.

Example

A member has a James Hay Partnership SIPP and both JHPT and the member are trustees. The member's transactions must be authorised by both parties. You will need to complete the application form and forward it to us for signing and returning/sending on.

The investment can be made either by cheque, BACS or CHAPS.* This is arranged by us once the application form is complete.

Statements must be issued to James Hay Partnership and the member. If the Insurance company will only issue statements to one address, these must be sent to James Hay Partnership.

TRADED ENDOWMENT POLICIES

These are usually accessed from a Traded Endowment Policy market maker. An application form is usually used which must be completed in the name of both JHPT and the member as trustees. "James Hay Pension Trustees Limited - member name". It is mandatory that both the member and JHPT are joint signatories.

Example

A member has a James Hay Partnership SIPP and both JHPT and the member are trustees. The member will need to complete the application form and forward it to us for signing and returning/sending on.

The investment can be made either by cheque, BACS or CHAPS*. This is arranged by us once the application form is complete.

The proceeds from any sales must either be paid to the SIPP Bank Account, or another account in the name of the SIPP, for which JHPT is a co-signatory.

Contract notes/valuations must be issued to James Hay Partnership and the member. If the Market Maker will only issue statements to one address, these must be sent to James Hay Partnership.

PROPERTY

Property purchases can be time consuming and complex. Therefore, once you have identified a property you wish to purchase, please contact the Account Executive Team who will send a Property Questionnaire in order to determine if the property is an allowable investment under HM Revenue & Customs (HMRC) regulations.

OTHER INVESTMENTS

The James Hay Partnership SIPP allows you to invest in a wide range of other HMRC allowable investments, including esoteric investments such as offshore funds and other unregulated collective investment schemes, unquoted shares and loans to unconnected parties. These can be complex investments. We will consider these on an investment by investment basis.

For unregulated collective investment schemes, we will require specific information from the investment provider as detailed in the Investment Provider's Questionnaire, before being able to consider the investment. For unquoted shares, please refer to the Guidance Notes on Unquoted Shares and for loans to unconnected parties please refer to the Guidance Notes on Loans from SIPPs.

This process can take time, so please bear this in mind. It may also include referring documents to an external solicitor. The solicitor will charge a fee for this and this will be paid by your SIPP. We will require your agreement to the solicitor's cost before proceeding.

Please note that any review of an investment does not mean it is suitable for your individual circumstances and you should take your own financial and/or legal advice as appropriate.

* CHAPS payments will be charged at £15 each.

GENERAL POINTS

Neither James Hay Partnership nor Santander accept any liability or responsibility for investment decisions made by the member or their adviser(s). James Hay Partnership terms and conditions contain provisions to limit the liability of these companies to the extent of the assets of the individual's SIPP in such cases.

In nearly all cases, there are no additional James Hay Partnership fees for arranging the purchase and sale of investments although any third parties executing

transactions may apply their own charges. However, James Hay Partnership reserves the right to charge additional fees on a time/cost basis, should the amount of work involved exceed that covered by the annual fee. The member will be notified in advance wherever possible, should this become necessary.

This guideline is based on our understanding of current law and HMRC practice, which are subject to alteration.

James Hay Partnership is able to provide literature in alternative formats. The formats available are: Large Print (as recommended by RNIB), Braille, Audio Tape and PC Disk. If you would like to receive this document in an alternative format please contact us on 03455 212 414. For the hard of hearing and / or speech impaired, please use the Typetalk service via 18001 03455 212 414.

James Hay Partnership is the trading name of James Hay Insurance Company Limited (JHIC) (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). JHIC has its registered office at 3rd Floor, 37 Esplanade, St Helier, Jersey, JE2 3QA. IPS, JHAC, JHPT, JHWM, JHWNC, SPTCL, SarumTL and IPS Plc have their registered office at Trinity House, Buckingham Business Park, Anderson Road, Swavesey, Cambs CB24 4UQ. PAL, STL, UPT and UPTL have their registered office at Dunn's House, St Paul's Road, Salisbury, SP2 7BF. JHIC is regulated by the Jersey Financial Services Commission and 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.(01/14)