



Transfer Out Form

SIPP

The EBS SIPP transfer out to a UK registered pension scheme request, warranty & discharge.

Member to complete sections 1 - 8

Receiving scheme to complete sections 9 and 10

Please note that this form should only be completed if you wish to transfer all or part of your SIPP funds to another UK registered pension scheme. When completed, please return the form to EBS Pensions Limited (EBS), 5th Floor, 100 Cannon Street, London, EC4N 6EU.

Important information

For your own benefit and protection, please read this section carefully before you sign the declaration and return this form.

- If you have any doubt as to whether transferring your SIPP is a suitable course of action, please seek professional financial advice, before completing this form.
- Transfers from your SIPP can only be made to another UK registered pension scheme or to a Qualifying Recognised Overseas Pension Scheme (QROPS). All transfers are subject to applicable legislation, HMRC rules and the agreement of the receiving scheme. **If the receiving scheme is a QROPS you will need to request a different transfer-out form from EBS.**
- If the proposed transfer is part of a 'pension scam' you could face a tax bill of more than 50% of your transfer value. Please see the attached copy of The Pension Regulator's warning booklet entitled 'Scammed out of his retirement. Don't be next.'
- Details of the fees EBS will charge for a transfer out of an EBS SIPP can be found on the enclosed 'Charges for the EBS SIPP' sheet.
- Transfers can be made in the form of cash and/or assets (subject to the rules of the receiving scheme) and you will need to indicate your requirements in the relevant sections of this form.
- Transfers of assets can give rise to additional costs (e.g. the transfer of commercial property is likely to give rise to solicitors' and legal fees, surveyors' fees etc.) and can take considerably longer than transfers that consist only of cash.
- Transfer of assets where trading has been suspended may not be possible.
- Because of all the factors involved, it is not possible to set a target date for the completion of a transfer from your SIPP. In particular we shall not transfer your SIPP until we are satisfied the receiving scheme is a UK registered pension scheme.
- If the receiving scheme has cancellation rights and you decide to cancel the transfer during the cancellation period, we reserve the right to decline to accept the transfer back.

Transfer Out Form

Section 1 Member's Details

Title Mr Mrs Miss Ms Other

First Name(s)

Surname

Home Address

Postcode

Telephone Number

Date of Birth

Name of members SIPP

Section 2 Receiving Scheme

Full Name

Section 3 SIPP Funds to be Transferred

Uncrystallised funds are those funds from which you have not yet taken any benefits. Crystallised funds are those funds from which you have already taken benefits.

Partial transfers of crystallised funds are generally not permitted.

Please confirm how much you wish to transfer by ticking the relevant boxes and specifying any amounts.

Uncrystallised funds

- All uncrystallised funds
- A specified amount
- No uncrystallised funds

£

Crystallised funds

- All crystallised funds
- No crystallised funds

Section 4 In what form are your SIPP funds to be transferred?

Please provide details of both the SIPP assets you wish to realise and transfer as cash and those assets you wish to leave intact and transfer ownership (known as a transfer 'in specie') to the receiving scheme.

For assets to be transferred in specie they must be acceptable to the receiving scheme and they must be valued.

Transfer of property is subject to additional requirements and we will write to you separately if this is the case.

A) Assets to be realised

- Realise all assets
- Realise the following assets, description of assets:

Section 4 (Continued)

In what form are your SIPP funds to be transferred?

B) Assets to be transferred in specie

- Transfer all assets in specie
- Transfer the following assets in specie, description of assets:

Section 5

Transfer of Cash

For a BACS transfer the cash will be sent from the following account:
Bank of Scotland
12-21-39
06980084
EBS Management Clients Miscellaneous

Please confirm how you wish to transfer cash to the receiving scheme's bank account by ticking the relevant box.

- BACS transfer
(Usually takes up to three working days to reach the receiving scheme bank account)
- CHAPS transfer
(Usually reaches the receiving scheme bank account by close of business the same day and there is a £30 charge.)

Section 6

Reason for Transferring Out of the EBS SIPP

We would be grateful if you would provide below a brief explanation of why you are transferring out of the EBS SIPP:

Section 7

Financial Advice

Have you received professional financial advice in relation to the proposed transfer?

- Yes
- No

If yes, please provide the following details for your Financial Adviser:

Title	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other	<input type="text"/>
Adviser's Name	<input type="text"/>	
Adviser's Firm	<input type="text"/>	
Adviser's Address	<input type="text"/>	
	<input type="text"/>	
	<input type="text"/>	Postcode <input type="text"/>
Telephone Number	<input type="text"/>	
Email	<input type="text"/>	
FCA Number	<input type="text"/>	

Section 8 Member's Declaration

In accordance with the EBS SIPP Terms of Business and the Scheme Rules governing my SIPP, I request and consent to the transfer of my SIPP, as set out in this form, to the receiving scheme (named in section 2 of this form) less the costs and expenses properly due to EBS Pensions Limited (EBS) and any liability due to HMRC.

I have read the **Important information** at the front of this form and acknowledge the basis on which this transfer will take place.

On completion of the transfer I fully and finally discharge EBS's liability in respect of the transferred funds and assets.

I confirm that EBS has not made any recommendations or provided any financial advice in relation to this transfer.

I confirm that EBS will not be liable for any unauthorised payment charges that might arise in the receiving scheme in respect of the transfer of any assets that were authorised whilst in my SIPP but which constitute unauthorised payments in the receiving scheme.

By signing this declaration, I hereby authorise EBS to provide details of the transfer (including details of any benefits in payment and my personal data) to the receiving scheme.

Signed
(by member)

Date Signed

D	D	M	M	Y	Y	Y	Y
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Section 9 Receiving Scheme Details

To be completed by the receiving scheme.

Full name of scheme (according to its governing documents):

Member's policy/reference number

Name of Scheme Administrator

Address of Scheme Administrator

Postcode

Telephone Number

Email

Is the scheme an HM Revenue and Customs (HMRC) registered pension scheme for the purposes of part 4 Finance Act 2004?

Yes

No

If yes, please:

A) confirm the HMRC Pension Scheme Tax Reference (PSTR):

For the receiving scheme, please provide dated prints from the HMRC website of both the 'Pension Scheme Summary' and 'Current Scheme Details' pages. These prints should be no more than one week old.

We reserve the right to ask HMRC to confirm the registered status of the receiving scheme.

Section 9 (Continued) Receiving Scheme Details

Type of Scheme

- Money purchase
 Defined benefit

Please provide details of the bank account to which cash transfers should be made:

Bank Name	<input type="text"/>		
Bank Address	<input type="text"/>		
	<input type="text"/>	Postcode	<input type="text"/>
Sort Code	<input type="text"/>		
Account Name	<input type="text"/>		
Account Number	<input type="text"/>		
Reference	<input type="text"/>		

Please provide details for whomever will be dealing with the transfer of assets in specie on behalf of the receiving scheme:

Name	<input type="text"/>		
Address	<input type="text"/>		
	<input type="text"/>	Postcode	<input type="text"/>
Telephone Number	<input type="text"/>		
Email	<input type="text"/>		

Please list any of the assets the member has requested to be transferred in specie (see section 4(b)) but cannot be accepted by the receiving scheme:

Section 10 Receiving Scheme Declaration

We confirm that the above statements are true and that upon receipt and acceptance of the transfer value it will be applied to provide benefits for or in respect of the member under the receiving scheme.

Where all or any part of the transfer value relates to Drawdown Pension (as defined in Part 4 of Finance Act 2004), we confirm that this will be applied to provide Drawdown Pension in the receiving scheme in accordance with regulation 12 of The Registered Pension Schemes (Transfer of Sums and Assets) Regulations 2006 [SI 2006/499] and any amendments thereto.

We hereby give EBS Pensions Limited permission to obtain from HMRC any information regarding the status of the receiving scheme.

Signed
(as an authorised
signatory of the
receiving scheme)

Name

Date

D	D	M	M	Y	Y	Y	Y
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