



INTELLIGENTMONEY

TRANSFER OUT
APPLICATION FORM



APPLICATION GUIDE

SECTIONS 1 - 10 to be completed by the member

SECTIONS 11 -15 to be completed by the receiving scheme

If the transfer is to a qualifying recognised overseas pension scheme please contact us on 0115 9484200 or enquiries@intelligentmoney.com before proceeding further.

Important Information

We are required by HM Revenue and Customs to state that it is a serious offence to make false statements or false claims – the penalties are severe and could lead to prosecution.

Please ensure this form is completed as fully as possible, incomplete forms could cause delays and Intelligent Money will not accept liability for any delay in transfer.

The transfer process can be lengthy especially transfers that require assets to be transferred in specie this is due to Intelligent Money having to rely on third parties as part of the process. If a transfer in specie has been requested we will check whether the investments can be transferred in specie before the transfer process starts.

Where an in specie transfer has been requested we will firstly transfer the assets, only once this has been done will we be able to close the plan and transfer the cash balance to the new provider.

If any investment funds have been suspended or have ceased trading a transfer can only proceed once the fund has been wound up or if trading recommences. The fund could also be transferred in specie subject to receiving approval from the receiving scheme.

Details about the charges associated with the transfer out process are available within our key features document. As part of the transfer out process investment providers and managers may also make a charge to sell and close down portfolios, details about these charges can be obtained from your financial adviser or from the investment provider.

From time to time further distributions will be made from the platform after the transfer has been completed in most cases the amounts will be sent to the new scheme however Intelligent Money will not transfer amounts that are less than £5.

If you have any queries concerning this form please do not hesitate to contact us on 0115 9484200 or enquiries@intelligentmoney.com

APPLICANT DETAILS

1. Personal Details

Title:	<input type="text"/>
Surname:	<input type="text"/>
First Name:	<input type="text"/>
Date of Birth:	<input type="text"/>
National Insurance Number:	<input type="text"/>

2. Reason for Transfer

Please detail below the reason for transfer such as fees, administrative issues, investment flexibility, consolidating pensions, annuity purchase etc.

3. Transfer of Funds

Please specify below the funds that are to be transferred

Uncrystallised:

- Full uncrystallised amount
- Specified Amount*
- Not being transferred

*Please specify amount

£

Crystallised:

- Full crystallised amount
- Not being transferred

Please note we are unable to do a partial transfer out of crystallised funds to another provider.

4. Existing Investment Holdings

Please specify below whether your investments are to be sold prior to transfer or if they are to be transferred in specie.

- In Specie transfer
- Sold prior to transfer

If you choose to transfer in specie only selected funds please list below the funds to be transferred, funds not listed will be sold prior to transfer.

Investment Provider	Fund Name	Amount

Please note disinvestment instructions will only be submitted to the platform or fund managers upon receipt of fully completed discharge forms. Please also ensure that you check with the receiving scheme that they can accept the assets to be transferred in specie and let us have this acceptance with the discharge forms.

For partial transfers out please list below the funds to be sold and/or transferred in specie.

Investment Provider	Fund Name	Amount

5. Commercial Property

If you hold commercial property please confirm if this is to be included in the transfer and whether it is to be sold prior to transfer or transferred in specie.

In Specie transfer

Sold prior to transfer

Please note if the property is being transferred in specie we will not be able to transfer cash until the property transfer has been completed and in all cases a solicitor from our panel will be appointed to act on behalf of Intelligent Money.

6. Income Withdrawal

If you are in receipt of income drawdown we will continue to pay income until the transfer has been completed. Our payroll department will run a P45 after the last payment and the relevant parts will be sent to both you and the new provider.

7. Contributions

If you are currently contributing to your scheme by direct debit please confirm if you wish for the collections to continue until the transfer has been completed or if they are to be cancelled upon receipt of the discharge forms:

Continue

Cancel

If contributions are being made by standing order these will need to be cancelled by you as we are unable to do so.

8. Cash Transfer Details

Please confirm how you wish for the cash to be transferred to your new pension scheme:

BACS

CHAPS

Please note that there is a £30 charge for a CHAPS transfer which will be deducted from your fund prior to transfer
If no option is selected we will automatically send cash to your new scheme by BACS.

9. Financial Adviser Details

Please provide details of the financial adviser advising you on this transfer

Name of IFA:

IFA Firm:

FCA Registration Number:

Telephone Number:

Email Address:

10. Member Declaration

I can confirm I consent to the transfer detailed in this application form

I understand and agree that:

- To the best of my knowledge and belief the information given on this form is correct and complete
- It is an offence to make false statements and that the penalties are severe and could lead to prosecution
- The payment I have requested discharges Intelligent Money's liability in respect of the transferred funds
- In consideration of such payment I agree to indemnify Intelligent Money against all actions, proceedings, claims, demands, costs and expenses whatsoever in respect of or arising out of the payment made

Signed by Member:

Print Name:

Date:

NEW PROVIDER DETAILS

11. Scheme Details

Please provide the following details of the new arrangement the member is transferring to:

Name of Scheme:
Plan Reference:
Type of Scheme*:
HMRC Reference Number:

* If the receiving scheme is a QROPS please contact us on 0115 9484200

12. Scheme Administrator Details

Please provide the following details of the scheme administrator:

Name of Scheme Administrator:
Address of Scheme Administrator:
Scheme Administrator FCA Number:

13. Payment Details

Please provide the following details to enable us to make a payment of the cash balance when available:

Account Name:
Sort Code:
Account Number:
Payment Reference:

14. Payment Details

If an in specie transfer has been requested by the member please confirm the re-registration details for the following types assets:

Trustee Investment Plans

Trustee Name:
Address:

Unit Trusts/OEICs etc.

Registration Name:
Reference:
Address:
Designation:

Discretionary/Share Dealing Account

Contact Name:

Address:

Telephone Number/Email:

Commercial Property

If the member has a commercial property to transfer please provide details of the solicitor you are appointing

Contact Name:

Solicitors Name:

Telephone Number:

There may be other assets not listed above that will need to be transferred in specie please supply re-registration details under separate cover.

Acceptance of assets to be transferred must be provided with this discharge form

It may not always be possible to transfer in specie a holding, we will confirm to you if this is the case for any assets this applies to that a member holds.

15. Receiving Scheme Declaration

On behalf of the receiving scheme we confirm that the transfer value will be applied to provide pension benefits for the member in accordance with HM Revenue and Customs rules and guidance and that our scheme is a registered pension scheme accepted under Chapter 4 of the Finance Act 2004 and is capable of receiving transfers.

To the best of my knowledge and belief, the information given on this form is correct and complete

Signed:

Name:

Date: