



THE HARTLEY PENSION

APPLICATION FORM

Title	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Ms <input type="checkbox"/>	Miss <input type="checkbox"/>	Surname	<input type="text"/>	
Forenames	<input type="text"/>						
Address	<input type="text"/>						
	<input type="text"/>						
Postcode	<input type="text"/>			Number of years at current address	<input type="text"/>		
If fewer than 3 years please give previous address:							
Address	<input type="text"/>						
	<input type="text"/>						
Postcode	<input type="text"/>						
Home Telephone	<input type="text"/>			Mobile	<input type="text"/>		
Email Address	<input type="text"/>						
Date of Birth	<input type="text"/>		National Insurance No.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Within the Hartley Pension I wish to start the plan as (Please tick as appropriate)

Abacus SIPP ☐ Prosperity SIPP ☐ Empire SIPP ☐ Contribution only SIPP ☐

Marital Status (Please tick as appropriate)

Single ☐ Married/Civil Partnership ☐ Widowed ☐ Divorced ☐

Retirement Age If you intend to immediately take benefits please tick ☐

Employment Status (Please tick as appropriate)

Employed ☐ Self Employed ☐ Unemployed ☐ Retired ☐

Caring for a person aged 16 or over ☐ Full Timed Education ☐ Caring for a child under 16 ☐ Other ☐

The Key Features document contains important information regarding how the Hartley Pension works, its structure and the rules that apply to membership of the SIPP. This should be read prior to signing the application and if there is anything that you do not understand you should ask your adviser. The Trust Deed and Rules are available on request.

Please return completed form to:

Hartley Pensions Ltd, 5th Floor, 25 Marsh Street, Bristol, BS1 4AQ. Authorised and regulated by the Financial Conduct Authority 735936 and registered in England and Wales 09469576. T:0117 316 9991 E: admin@hartleysas.co.uk W: www.hartleypensions.com



Full Driving Licence No.	<input type="text"/>	Issue date	<input type="text"/>
Passport Number	<input type="text"/>	Expiry date	<input type="text"/>

(This is the long number at the bottom of the photo page, including the last 2 digits)

HMRC PROTECTION

If you have HMRC Protection and make a contribution in to your SIPP, the Protection may be lost which could result in a tax liability. It is recommended that you take advice from an Independent Financial Adviser.

Have you registered for HMRC Protection? Yes ☐ No ☐

Where you have registered for HMRC Protection, please advise what type and attach a copy of the certificate.

Type of Protection	<input type="text"/>	Certificate Attached?	Yes <input type="checkbox"/> No <input type="checkbox"/>
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ADVISER DETAILS

☐ I hereby appoint

As my financial advisers to act as a full servicing agent on my SIPP to advise on all activities such as transfer, investment and retirement requests.

And/or

☐ I hereby appoint

As my investment manager for the purpose of purchasing, retaining and the sale of my investments held under the scheme for my benefit only

☐ I am establishing the SIPP on an execution only basis and confirm that I am not appointing a financial adviser or investment manager and I am solely responsible for any decision I make.

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FEES

Initial Payment	<input type="text" value="£"/>	or	<input type="text" value="%"/>	of initial contribution/transfer value
Ongoing Payment	<input type="text" value="£"/>	or	<input type="text" value="%"/>	of fund value, payable <input type="text"/>

I can confirm I am happy for Hartley to settle these fees and any third party costs/fees relating to those investments or advice I receive in respect of this arrangement from my pension funds upon receipt of appropriate invoices.

If there are insufficient pension funds to settle any fees from my Hartley Pension I agree to make alternative arrangements for settlement.

Hartley is also authorised to seek information from any third party necessary to establish this arrangement, and may realise any of the investments held for my benefit in order to pay such charges and any third party costs/fees relating to those investments or advice I receive in respect of this arrangement.

In return for the services to be provided by Hartley Pensions Ltd (Hartley), I agree that Hartley may deduct from my pension fund their charges, initial and ongoing, as outlined in the schedule of fees.

TAX ENTITLEMENT

Please read the below statements and select one option which is applicable to you. This will enable us to reclaim the relevant tax relief.

Option 1	Option 2	Option 3
<ul style="list-style-type: none">I have relevant UK earnings chargeable to income tax or general earnings from overseas crown employment subject to UK income tax in the current tax year and I am, or have been a resident in the UK at some time in the current tax year	<ul style="list-style-type: none">My spouse/civil partner have general earnings from overseas crown employment subject to UK tax for the current tax year.I, or my spouse/civil partner are in overseas crown employment but for this tax year do not have relevant UK earnings subject to UK income taxI was a resident when I became a member of the SIPP and have been a UK resident in the previous 5 years but do not have UK relevant earnings in the current tax year	<ul style="list-style-type: none">I am not a UK resident and I have not been for the previous 5 yearsI am over the age of 75
<input type="checkbox"/> We will claim basic rate tax relief (20%) on your whole contribution	<input type="checkbox"/> We will claim tax relief up to a maximum of £3,600 gross (£2,880 net)	<input type="checkbox"/> We will not claim any tax relief on your contribution.

☐ I have triggered my Money Purchase Annual Allowance (MPAA) with another pension arrangement.

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INVESTMENT DETAILS

In order to monitor and facilitate the investments that you intend to make, please indicate below any investment you intend to make and the approximate investment amount.

Investment	<input type="text"/>	Amount	£ <input type="text"/>
Investment	<input type="text"/>	Amount	£ <input type="text"/>
Investment	<input type="text"/>	Amount	£ <input type="text"/>
Investment	<input type="text"/>	Amount	£ <input type="text"/>

Before the investment is made Hartley Pensions will require fully completed documentation from your chosen investment provider before proceeding.

Hartley Pensions Limited carry out ongoing due diligence on our investments and if you have any questions please do not hesitate to contact us.

DECLARATION

I confirm that the total gross contributions made to all UK registered pension schemes of which I am entitled to tax relief in any year will not exceed the higher of £3,600 gross or 100% of my UK relevant earnings.

I will notify the Scheme Administrator if I am no longer entitled to tax relief on my contributions no later than the end of the tax year or within 30 days of from the date of change.

I have read the leaflet "Key Features of The Hartley Pension Scheme" and have been notified of the charges involved in setting up and administering my plan. I hereby apply to Hartley Pensions Ltd to become a member of the Hartley Pension Scheme and agree to be bound by the scheme's Trust Deed and Rules.

I confirm that, to the best of my knowledge, the information provided on this Application Form and the accompanying forms are correct.

It is a serious offence to make false statements and doing so could lead to prosecution.

Signed	<input type="text"/>	Date	<input type="text"/>
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