



YOUR QUESTIONS ANSWERED

What is happening?

Hartley Pensions Limited has purchased the SIPP and SSAS assets from GPC SIPP Limited. As a result, GPC SIPP Ltd and Guardian Pension Trustees Limited are no longer the Provider and Trustee respectively of your pension products and new ones have been appointed.

Who is the New Provider?

Hartley Pensions Limited is a UK registered Company under number 09469576 and who is authorised by the Financial Conduct Authority (FCA) to provide regulated products and services. The FCA reference is 735936.

Who are the New Trustees?

The trustee of the SIPP will be Hartley Pensions Trustees Limited, a UK registered company under number 09962237.

The trustee of the SSAS will be Hartley Pensions SSAS Trustees Limited, a UK registered company under number 09962934.

Who completes the day to day administration?

The GPC SIPP Ltd, Blackburn office is still open and there are no changes to the contact details you have for the administration of your SIPP or SSAS.

The staff dealing with the day to day administration are now employed by Hartley Pensions Limited.

What do I have to do?

Following the purchase of assets by Hartley Pensions Limited, the GPC SIPP, Ashton Hoyle SIPP and GPC SSAS will be maintained on their current terms and conditions.

All SSAS schemes will be required to sign a new deed that will enable Hartley Pensions to become the new professional trustee to the scheme.

Hartley Pensions Limited will commence re-registration of the assets into the name of the new trustees; Hartley Pension Trustees Limited or Hartley Pension SSAS Trustees Limited. Hartley Pensions Limited will contact you once it has been established if a new investment application form or investment account is required to enable us to proceed with the re-registration.

What if I don't want my SIPP or SSAS to move?

The joint administrators appointed by GPC SIPP Ltd will be winding up GPC SIPP, Ashton Hoyle SIPP and SSAS schemes. It will therefore not be possible to stay with the GPC SIPP Ltd.

However, if you wish to transfer to an alternative registered scheme of your choice you may do so. Please note that you must ensure that all the assets can either be sold or the receiving scheme is able to accept a transfer of your existing investments. If you are unsure on how to proceed, independent financial advice should be sought from a FCA regulated adviser. If you do not have a financial adviser then you can find one on www.unbiased.co.uk

If you are over the age of 55 you can also select to draw your benefits from your scheme in accordance with the benefit rules.



What if I want to take my pensions benefits?

There will be no change to your options and you can currently draw benefits at any time after age 55. Please contact us if you wish to take your benefits.

I am currently contributing to my SIPP, do I need to complete a new contribution form?

Yes, as the pension scheme is moving to a Hartley registered HMRC pension scheme we will require a new contribution form. On this form you are making a tax status declaration that will ensure that Hartley will claim the right level of tax relief on the contribution you are making.

Personal contributions

A downloadable version of the contribution form can be found on our website via <https://hartleypensions.com/literature/>.

Third party contributions

If you are receiving third party contributions into your SIPP you will also need to complete this form.

Employer contributions

You do not need to complete a new form but if you wish to change your regular payments to direct debit then please complete the direct debit which can be found on our website at <https://hartleypensions.com/literature/>.

Please return a completed form to our Blackburn office, Guardian House, Capricorn Park, Blakewater Road, Blackburn, Lancashire BB1 5QR so that you do not receive a delay in receiving tax relief.

Can I pay in contributions?

Yes, the scheme is now open to new contributions. Details of your SIPP or SSAS bank account have not changed so ad hoc contributions can be paid into your existing pension bank account. Regular contributions can only be made on completion of a direct debit mandate which authorises us to make collections from a designated bank account.

I am currently receiving regular pension income, will this be affected?

Hartley Pensions Limited will continue to make income payments on the 15th or the last working day of the month for August and September 2019. From October 2019 we will be moving the payment dates to the 14th and 28th of the month.

Can I close my SIPP or SSAS?

To close your SIPP or SSAS you will need to transfer all assets to another provider or take benefits. To transfer away you will need to complete a transfer out form which can be found on our website <https://hartleypensions.com/literature/> . Your SIPP or SSAS will remain open until assets are reregistered to another provider. If you hold illiquid assets they will need to cease to exist before the pension can be closed.

My pension holds illiquid assets, will I have to pay fees?

Yes, while your SIPP or SSAS holds assets Hartley will continue to administrate your pension. Fees will continue to be charged until your pension can be closed or transferred to another pension provider. Fees will continue to be charged inline with the terms and conditions of your SIPP or SSAS.



What will the effect be on my pension / investments?

Your pension options and investment(s) will remain the same as they are now following the change of Provider and Trustee.

Will this result in increased charges?

The SIPP and SSAS products will be maintained on the current terms and conditions.

The updated Terms and Conditions and Key Features Document will be available at www.hartleypensions.com shortly.

Will I still have a single point of contact?

Staff located at the GPC SIPP Ltd Blackburn office are now employed by Hartley Pensions Limited. There is no change to the contact details relating to the day to day administration of your SIPP or SSAS.

Will I need a new letter of authority for my financial adviser?

As your pension has been moved to the new provider and trustee by way of a novation agreement and not a transfer; all existing instructions including letters of authority and financial adviser appointments will remain the same.

