TRANSFERRING TO THE HL SIPP WHEN YOU'VE RECEIVED REGULATED FINANCIAL ADVICE

HARGREAVES LANSDOWN

Use this form to transfer a defined benefit (e.g. final salary) pension after receiving regulated financial advice

APDB4

The checklist

Before transferring please make sure you've:

- Enclosed a copy of your transfer advice certificate (see to the right for more information)
- Completed a HL pension transfer form (separate to the below)
- Asked your financial adviser to send us confirmation of their advice – see overleaf. Also ask them to sign section 6 below if you've agreed to pay an adviser fee from your SIPP.

Return this form and any additional information to:
1 College Square South, Anchor Road, Bristol, BS1 5HL

What is the transfer advice certificate?
The transfer advice certificate is a declaration you should have received from the firm that provided your advice confirming they have advised you on this transfer. You can either enclose a copy when you return this form or send a scanned copy to **sipp@hl.co.uk**.

Any questions?

0117 980 9926 **sipp@hl.co.uk** **www.hl.co.uk**

1. Your details

Title (Mr/Mrs, etc): First name(s): Surname:

Postcode: HL client number (if known): Date of birth: D D M M Y Y

2. Pension details

Pension name:
E.g. ABC Final Salary Pension Scheme

Policy number:

Pension type:
E.g. Final Salary

Name of pension administrator:
E.g. Willis Towers Watson

Address of pension administrator: Postcode:

3. Advice firm's details

Adviser's full name:

Advice firm's name:

Advice firm's email address:

Advice firm's address:

Advice Firm Registration Number (FRN)
(see overleaf for details):

4. Adviser fee – only complete if you've agreed to pay an initial fee to your Financial Adviser

Please tell us how you would like to pay your fee by ticking one of the following options.

☐ **I would like to pay my fee directly from my pension when my transfer completes. Please pay the following amount** £

☐ **I do not wish for my fee to come from my pension. I have arranged for this to be paid another way.**

If you have ticked the first option, your adviser will need to sign and complete section 6.

5. Client declaration – you will need to sign this section

I confirm I have received regulated financial advice from the above person. They advised me it would be in my best interests to transfer the above pension to a Defined Contribution pension scheme. I confirm I wish to proceed with the transfer to the HL SIPP. If I have ticked the first option in section 4, I authorise you to pay the adviser the fee stated directly from my pension fund when my transfer completes. I give consent to Hargreaves Lansdown to contact the advice firm above to obtain confirmation of the financial advice I received.

Please sign here ✗ SIGNATURE Date: D D M M Y Y

6. Adviser declaration – your adviser only needs to sign this section if you've ticked the first option in section 4

I can confirm I have provided advice in relation to the transfer of the above pension scheme to a Defined Contribution pension scheme.

Please sign here ✗ SIGNATURE Date: D D M M Y Y

Cheque payment details:

On completion of the transfer, please send a cheque for the above amount made payable to:

Turn over for more details

QUESTIONS AND ANSWERS

Why do I need to complete this form?
To transfer a defined benefit scheme you usually must receive financial advice. We're required to record the details of any adviser who recommends the transfer of one of these schemes.

What is the Firm Registration Number (FRN)?
The FRN is a 6 digit reference number which shows that a firm has been registered with the Financial Conduct Authority (FCA).

Where can I find my adviser's FRN?
You should be able to find the FRN on any reports or statements from your adviser. If you're unsure of these details, you'll need to get in touch with your adviser.

IMPORTANT – we also need some details from your financial adviser if they don't work for Hargreaves Lansdown

Your financial adviser is required to provide Hargreaves Lansdown with confirmation of their advice before we can process your pension transfer. We will contact them when we receive your application. But to avoid any delays with your transfer, if your adviser doesn't work for Hargreaves Lansdown, you may wish to contact them now and ask them to send a message to us that confirms:

- The client's name
- The name of the pension scheme with safeguarded benefits to which the advice applies
- If the advice provided was regulated 'Full Pension Transfer Advice' or 'Abridged Advice'
- If the recommendation was or was not in favour of transferring to a defined contribution pension

Your adviser can email it to **SIPP@hl.co.uk** or post it to **Hargreaves Lansdown, One College Square South, Anchor Road, Bristol, BS1 5HL**