

# Adviser Charge Agreement

This agreement authorises Talbot and Muir Limited to deduct the agreed level of adviser charge from the member's pension fund and to pay that charge to the member's financial adviser.

## Member details

Full name:

Address:

Postcode:

## Adviser details

Adviser name:

Firm name:

Trading name (if applicable):

Address:

Postcode:

Contact telephone number

FCA Firm Reference Number

The firm is a:

Principal

Appointed representative

## Initial adviser charge

Is an initial adviser charge to be paid?

Yes  No

If YES, please choose ONE of the following:

Fixed Amount £   Fund based  %

If the adviser charge is to be fund based, please state how the amount should be calculated:

Based on the value of contributions  Based on the value of transfers  
 Based on the value of contributions and Transfers  Other (please specify):

Is an initial adviser charge subject to VAT?

Yes  No

## Ongoing adviser charge

Is an ongoing charge to be paid?

Yes  No

If YES, please choose ONE of the following:

Fixed amount £  per annum  
 Fund based  % per annum

Frequency of payments required:

Monthly in arrears  Annually in arrears

Other (please specify):

Commencement Date for ongoing adviser charge

Any additional instructions:

Is the adviser charge subject to VAT?  Yes  No

**Important notes**

1. Initial fund based adviser charges will be calculated before the deduction of any administration or other fees payable to Talbot and Muir Limited.
2. On-going fund based adviser charges will be calculated based on the value of the Member's fund at the annual valuation date, before the deduction of any administration or other fees payable to Talbot and Muir Limited.
3. Adviser charges will be paid as soon as possible after the receipt of transfer funds and/or contributions in the case of initial charges, or as soon as possible after the annual valuation date in the case of on-going charges. Talbot and Muir Limited do not undertake to make payment of any adviser charge within a specified time limit.
4. The payment of adviser charges will at all times be dependent on the availability of funds for that purpose in the Member's designated SIPP bank account. It is the responsibility of the Adviser to ensure that funds are available for this purpose. Talbot and Muir Limited will not be held liable for the delayed payment of adviser charges for the reason of a lack of funds for this purpose, or for any other reason.
5. Payment of adviser charges will be by BACS or standing order, as determined by Talbot and Muir Limited, unless the Member specifies otherwise and with the Agreement of Talbot and Muir Limited.
6. Adviser remuneration will only be paid to the bank account detailed in section 3 of this Agreement.
7. This Agreement can be terminated or amended at any time in writing by the Member.
8. It is the responsibility of the Adviser to determine whether their charges or any part of it is subject to VAT and Talbot and Muir Limited can accept no responsibility for this.
9. It is the responsibility of the Adviser to ensure that any charges payable under this agreement relate only to the Member's SIPP scheme with Talbot and Muir Limited. Payment for advice or any other service in connection with any other aspect of the Member's financial or other affairs will be an Unauthorised Member Payment and subject to tax charges payable by the Member personally and by Talbot and Muir Limited as Scheme Administrator.
10. The Adviser and Member are both required to undertake that any charges paid under this Agreement will not be rebated in whole or in part to the Member or any connected person or company. If this is not adhered to then the adviser charge will either in whole or in part be an Unauthorised Member Payment and subject to tax charges payable by the Member personally and by Talbot and Muir Limited as Scheme Administrator.
11. The Member is required to agree to Talbot and Muir Limited paying any tax charges payable by the Scheme Administrator as a result of all or part of any adviser charge paid under this Agreement being deemed an Unauthorised Member Payment by HM Revenue and Customs or otherwise by deducting the amount or amounts payable from the Member's fund.
12. If the Adviser receives any other remuneration from the underlying investments of the Member's SIPP it is the Adviser's responsibility to disclose this to the Member.

Signed:

Member name:  Date:

Signed:

Adviser name:  Date:

**talbotandmuir**

**Talbot and Muir**  
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Talbot and Muir Limited provides administration to Small Self Administered Pension Schemes and is authorised by and regulated by the Financial Conduct Authority to provide administration to Self Invested Personal Pensions.

Talbot and Muir is the trading name for Talbot and Muir Limited (company number 02869547), registered in England, registered address 22 Clarendon Street, Nottingham, NG1 5HQ. A list of directors is available upon request.

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