

SSAS takeover member details form

The information supplied will be held in the strictest confidence and subject to the provisions of the General Data Protection Regulation.

1 Member details

Title:	<input type="text"/>
Surname:	<input type="text"/>
Forename/s (in full):	<input type="text"/>
Date of birth	<input type="text"/>
Country of birth	<input type="text"/>
Sex	<input type="text"/>
Marital status:	<input type="text"/>
Spouse's / partner's name:	<input type="text"/>
Spouse's / partner's date of birth	<input type="text"/>
Permanent residential address including postcode:	<input type="text"/>
Date moved to this address:	<input type="text"/>
If you have lived there for less than three years, your previous permanent residential address	<input type="text"/>
Contact numbers:	Home: <input type="text"/>
	Office: <input type="text"/>
	Mobile: <input type="text"/>
Email address:	<input type="text"/>
National Insurance Number:	<input type="text"/>
Intended retirement age	<input type="text"/>

2 Status

In order to ascertain your clients membership status, please tick ONE of the following:

- 1. Employed persons.** A person chargeable to tax under Chapter 2 of Part 2 of the Income Tax (Earnings and Pensions) Act 2003 for the tax year concerned in respect of employment income as defined in the Act.
- 2. Pensioners.** A person chargeable to tax under Part 9 of The Income Tax (Earnings and Pensions) Act 2003 for the tax year concerned in respect of a pension.
- 3. Self employed persons.** A person chargeable to tax under Chapter 2 of Part 2 of the Income Tax (Trading and Other Income) Act 2005 for the tax year concerned in respect of annual profits or gains arising or accruing from any trade, profession or vocation carried on by an individual.
- 4. Children.** A child under 16. (**SSAS members must be over the age of 18**)
- 5. Any others not falling in 1, 2, 3 or 4 above**
 - Caring for one or more children aged under 16. Caring for a person aged 16 or over.
 - In full-time education. Unemployed.
 - Other Full details

Employment details If you have ticked either Box 1 or Box 3 on the previous page, please give the full name and address of your client's employer if employed, or your trading details if they are self employed.

Job title/occupation:

Date employment commenced

Date joined this scheme

Earnings/profits in current tax year:

Date Money Purchase Annual Allowance

3 Lifetime allowance

The member has the following type(s) of lifetime allowance protection or enhancements, if any apply please provide a copy of the certificate along with this application:

<input type="checkbox"/>	1. Enhanced protection	My certificate reference number is	<div style="background-color: #e6e6fa; height: 20px;"></div>
<input type="checkbox"/>	2. Primary protection	Uncrystallised lump sum rights on 5 th April 2006	<div style="background-color: #e6e6fa; height: 20px;"></div>
		My certificate reference number is	<div style="background-color: #e6e6fa; height: 20px;"></div>
		Primary protection factor	<div style="background-color: #e6e6fa; height: 20px;"></div>
<input type="checkbox"/>	3. Fixed protection 2012	My certificate reference number is	<div style="background-color: #e6e6fa; height: 20px;"></div>
<input type="checkbox"/>	4. Fixed protection 2014	My certificate reference number is	<div style="background-color: #e6e6fa; height: 20px;"></div>
<input type="checkbox"/>	5. Individual protection 2014	My certificate reference number is	<div style="background-color: #e6e6fa; height: 20px;"></div>
<input type="checkbox"/>	6. Fixed protection 2016	My certificate reference number is	<div style="background-color: #e6e6fa; height: 20px;"></div>
<input type="checkbox"/>	7. Individual protection 2016	My certificate reference number is	<div style="background-color: #e6e6fa; height: 20px;"></div>
<input type="checkbox"/>	8. Pension credit factor	My certificate reference number is	<div style="background-color: #e6e6fa; height: 20px;"></div>
<input type="checkbox"/>	9. International enhancement	My certificate reference number is	<div style="background-color: #e6e6fa; height: 20px;"></div>

4 Contributions

Regular contributions	£ <div style="background-color: #e6e6fa; width: 60px; height: 15px;"></div>	Member (net)	£ <div style="background-color: #e6e6fa; width: 60px; height: 15px;"></div>	Member (gross)
	£ <div style="background-color: #e6e6fa; width: 60px; height: 15px;"></div>	Employer (gross)		
This will be paid (Frequency)	<div style="background-color: #e6e6fa; height: 20px;"></div>			
Single contributions	£ <div style="background-color: #e6e6fa; width: 60px; height: 15px;"></div>	Member (net)	£ <div style="background-color: #e6e6fa; width: 60px; height: 15px;"></div>	Member (gross)
	£ <div style="background-color: #e6e6fa; width: 60px; height: 15px;"></div>	Employer (gross)		

If you wish to make member contributions you should be aware that tax relief must be obtained by relief at source (RAS) and registering the scheme for RAS and any subsequent tax reclaims will be charged on a time cost basis.

5 Contribution and transfer history

Please detail all contributions and transfers received by the scheme for this member

Date	Contribution/Transfer?	Source	Amount

Should you need more space please provide details on a separate sheet.

6 Benefit crystallisation events

If this member has crystallised any benefits within the pension scheme please provide the following information.

Date		
PCLS taken?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
% of LTA used?		
Type of benefit? (UFPLS, Capped, Flexi)		
Max GAD if applicable		
Current income being taken		
Last GAD review if applicable		
Next GAD review date if applicable		
Date		
PCLS taken?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
% of LTA used?		
Type of benefit? (UFPLS, Capped, Flexi)		
Max GAD if applicable		
Current income being taken		
Last GAD review if applicable		
Next GAD review date if applicable		
Date		
PCLS taken?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
% of LTA used?		
Type of benefit? (UFPLS, Capped, Flexi)		
Max GAD if applicable		
Current income being taken		
Last GAD review if applicable		
Next GAD review date if applicable		

GENERAL DATA PROTECTION REGULATION

Talbot and Muir will collect, store and process data relating to the employees who participate in your SSAS. We will use this information to enable us administer your SSAS. This data will be digitally stored which includes storage on our back office system provided by Delta Financial Services and on our digital document storage system provided by Rekon Software. The data we collect is required to enable us to provide the services or otherwise to fulfil our legitimate interests, and is processed in accordance with our Privacy Notice. The data will be retained throughout the length of the employee's membership of the SSAS and thereafter for so long as we can lawfully justify holding it. Please refer to our Privacy Notice accessible at <https://www.talbotmuir.co.uk/privacy-notice/> for further details.

We are the data controller of any information about members of the SSAS and will be responsible for ensuring that the data is processed in accordance with applicable data protection law. If you or we share any information regarding any employee participating in the SSAS this is shared on a controller to controller basis and we will each be responsible for ensuring that such sharing is compliant with the relevant requirements. Specifically, you and we must only share data relating to an employee with the other where we are lawfully entitled to do so and, where data is received from the other, the recipient must use it only for the purposes for which it was provided, unless the provider (or the employee) agrees otherwise.

DECLARATION

(please tick each box and sign below)

I confirm that I have read and understood the information above and understand that Talbot and Muir and the corporate trustee will obtain, record, process and hold information and other such personal data as may be required to administer the SSAS in accordance with General Data Protection Regulation (GDPR)

I also understand that Talbot and Muir may disclose to a third party such information about members of the SSAS as may be required by that third party to enable them to trace a member's whereabouts in the future should they be unable to do so and require their assistance.

Where I disclose personal data relating to employees who are going to participate in the SSAS (or other individuals, such as people connected to those employees or employees who are involved in the administration of the SSAS) I am lawfully entitled to disclose this information to you for the purposes of you establishing and operating the SSAS or such other purposes as I provide the information to you for, and I have informed the relevant individuals that I have provided the information to you and provided them with a link to your Privacy Notice (or a copy of it).

Signed :

Date :

talbotandmuir

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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 55 Maid Marian Way, Nottingham, NG1 6GE. A list of directors is available upon request.

SSAS Takeover member Q03-July19