

The Retirement Account

Adviser quote request form



This form should be completed in consultation with your customer. Please provide a copy of Retirement Advantage's Data Protection notice to your customer, which can be found on page 6 of this form.

This form can be used in conjunction with the Retirement Health Form (CQRF). Please tick if you have already sent in a Retirement Health Form (CQRF).

Intermediary name (intermediary responsible for the advice)

Financial adviser firm name

FCA firm reference number (FRN)

Contact telephone number

Contact email address (correspondence will be sent to this address)

Quote type

New customer, new account

Existing customer, new transfer payment into existing Account*

Retirement Account Number

Existing customer, purchase of guaranteed annuity within existing Account*

Retirement Account Number

*If additional guaranteed annuity is being purchased, a new Retirement Health Form should be completed if 6 months has elapsed since the date of any previously submitted form **OR** if the customer's state of health has changed within the six month period.

Consent for FCA regulation PS17/12 - annuity comparisons

Where part or all of your client's pension fund(s) are used to purchase a Guaranteed Annuity, Financial Conduct Authority regulations state that annuity providers will need to provide a market leading comparison quote. The aim of this is to see whether your customer could receive more annuity income elsewhere. As a result the information provided on this form may be shared with other annuity providers. Please tick the appropriate box below to confirm that either:

Consent **has** been received from your client that their personal information can be shared (and their spouse if dependant's income option selected), or

Consent **has not** been given

Section 1. Personal details

Client details

Title	Name
Surname	
Date of birth / /	Sex Male <input type="checkbox"/> Female <input type="checkbox"/>
Postcode	Last occupation
Status	
Single <input type="checkbox"/> Married/Civil partnership <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Co-habitee <input type="checkbox"/> Widowed <input type="checkbox"/>	

Dependant details (if applicable)

Title	Name
Surname	
Date of birth / /	Sex Male <input type="checkbox"/> Female <input type="checkbox"/>
Postcode	Last occupation
Status	
Single <input type="checkbox"/> Married/Civil partnership <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Co-habitee <input type="checkbox"/> Widowed <input type="checkbox"/>	

Section 2. Transferring scheme information

Transferring scheme(s) Name(s)	Transfer type: Immediate Vesting Pension (IVP), Income Drawdown (IDD) or Defined Benefit (DB)	Plan number	Estimated amount
	IVP <input type="checkbox"/> IDD <input type="checkbox"/> DB/AVC <input type="checkbox"/>		£_____
	IVP <input type="checkbox"/> IDD <input type="checkbox"/> DB/AVC <input type="checkbox"/>		£_____
	IVP <input type="checkbox"/> IDD <input type="checkbox"/> DB/AVC <input type="checkbox"/>		£_____
	IVP <input type="checkbox"/> IDD <input type="checkbox"/> DB/AVC <input type="checkbox"/>		£_____
	IVP <input type="checkbox"/> IDD <input type="checkbox"/> DB/AVC <input type="checkbox"/>		£_____
	IVP <input type="checkbox"/> IDD <input type="checkbox"/> DB/AVC <input type="checkbox"/>		£_____

If the transferring scheme is an income Drawdown plan then no tax free cash is available. If you have more than six funds to be transferred please provide details on a separate piece of paper.

Is the client entitled to protected tax-free cash from an existing provider? Yes No

For cases where the client is entitled to a Guaranteed Minimum Pension (GMP), a Guaranteed Annuity Rate (GAR) or Section 9 (2b) rights please call 0800 032 7689 as we will need additional information to quote.

If you don't have any IVP funds please go straight to section 4.

Section 3. Amount of IVP funds to be crystallised

All of IVP funds

OR

£_____

Some of IVP funds. For IVP only transfers, a minimum of £2,000 gross must be crystallised, with £1,000 remaining in Pension Drawdown after tax free cash and adviser fees.

OR

None of IVP funds. At outset, for mixed IVP and IDD transfers, all of the IVP funds can remain uncrystallised in Pensions Savings if required. Additional IVP transfer received after the inception of the Account can also remain wholly uncrystallised in Pensions Savings.

Section 4. Lump sums

Tax free lump sum required 25% or £ _____

Additional taxable lump sum required £ _____

Section 5. Adviser fees

Initial/ad-hoc adviser fees £ _____ % of fund

Ongoing adviser fees % of fund

Section 6. Allocation of crystallised fund after lump sums and fees

Please indicate how you wish the crystallised funds to be allocated below:

- Use all of the fund to purchase a Guaranteed Annuity
- Use some of the fund for Guaranteed Annuity and some for Pension Drawdown
- Use all of the fund for Pension Drawdown - go to section 7

For mixed IVP and IDD transfers or multiple IDD transfers, please note that Retirement Advantage can only produce 1 quote as opposed to the 5 options outlined below.

The minimum purchase price for the first purchase of Guaranteed Annuity is £10,000 after tax free cash and adviser fees and £5,000 for subsequent purchases.

	Quote 1	Quote 2	Quote 3	Quote 4	Quote 5
Choose the amount of the fund to be used to purchase a Guaranteed Annuity. Any residual fund will then be allocated to Pension Drawdown	£ _____	£ _____	£ _____	£ _____	£ _____
OR choose the annual amount of Guaranteed Annuity income you want. This will determine the Guaranteed Annuity purchase price with any remaining funds allocated to income drawdown*	£ _____ per annum	£ _____ per annum	£ _____ per annum	£ _____ per annum	£ _____ per annum
Escalation 0%-10% (whole numbers) or RPI**					
Money Back Guarantee 0%-100%***					
Dependant's Income 0%, 50%, 66%, 75%, 100%					
Income Guarantee 0-30 years					

Income payment frequency (applies to any Guaranteed Annuity and/or Pension Drawdown income)

Monthly Quarterly Yearly

*If the fund is not enough to meet your Guaranteed Annuity income requirement, we will send you a quote for the reduced income amount.

**Each year the Guaranteed Annuity will change in line with the increase in the Retail Prices Index since commencement, with a guarantee that the income will not reduce if the index falls.

*** Money Back Guarantee is not available in conjunction with an Income Guarantee.

Section 7. Income Options (if applicable)

The Retirement Account gives you flexibility over the amount of overall income you want to be payable to you. You can choose an income to be payable to you that is greater or less than the Guaranteed Annuity income you have purchased. If you choose less, then some or all of your Guaranteed Annuity income will be reinvested in Pension Drawdown instead of being paid to you.

Please outline your choice below:

The Income payable matches the Guaranteed Annuity purchased.

Whatever Guaranteed Annuity income you buy (based on purchase price or target income above) will be payable. There will be no reinvestment in Pension Drawdown and you don't require any additional income from Pension Drawdown.

No income payable.

This means you require no income at all. If you are purchasing a Guaranteed Annuity then it means the income will be wholly reinvested in Pension Drawdown as opposed to being paid.

You require a specified amount of income of £_____ per annum.

If you don't buy any Guaranteed Annuity income, this income will be paid from your Pension Drawdown funds.

If the specified amount is greater than any Guaranteed Annuity income you purchase, the additional income will be paid from Pension Drawdown.

If the specified income is less than any Guaranteed Annuity income you purchase, the excess income will be reinvested in Pension Drawdown as opposed to being paid to you.

Section 8. Investment Fund Choices (if applicable)

Please indicated your choices for your investment funds if you have selected Pension Drawdown or Pension Savings. The fund choice made for Pension Drawdown will automatically apply to both the Pension Drawdown and Pension Savings funds you have. However, if you wish to choose different investment funds for any Pensions Savings, please indicate your instruction in the column below:

		Pension Drawdown	Pension Savings
Pension Drawdown fund selection	AXA Distribution		
	AXA Framlington Managed Balanced		
	Canlife TRA Portfolio 3		
	Canlife TRA Portfolio 4		
	Canlife TRA Portfolio 5		
	Canlife TRA Portfolio 6		
	Canlife TRA Portfolio 7		
	Canlife TRA Managed (0%-35% Shares)		
	Canlife TRA Managed (40%-85% Shares)		
	Insight Liquidity		
	Invesco Perpetual Distribution		
	Investec Multi-Asset Protector		
	Janus Henderson Cautious Managed		
	Janus Henderson Global Equity Income		
	Jupiter Merlin Balanced Portfolio		
	Jupiter Merlin Growth Portfolio		
	Retirement Advantage Adventurous Index Portfolio		
	Retirement Advantage Balanced Index Portfolio		
	Retirement Advantage Cautious Index Portfolio		
	Retirement Advantage Protected Index Portfolio		
Threadneedle Dynamic Real Return			
Threadneedle Managed Equity			
At least one fund must be chosen Total allocated must be 100%		100%	

If any Guaranteed Annuity income is to be reinvested in Pension Drawdown, please tick the appropriate box below:

Reinvest as per your fund choice above **OR** Reinvest in the Cash Account

Section 9. Lifetime allowance

The Lifetime Allowance (LTA) is an overall limit on all pension savings built up over time with all providers. If the value of total pension savings with all providers and the benefits taken exceed the LTA your client could be liable for a Lifetime Allowance tax charge on the savings that exceed the LTA, unless they have applied for some form of pension protection.

For the purpose of this quote we will assume that your clients overall benefits are within the Lifetime Allowance. However if you think that your clients overall benefits could be close to or more than the current Lifetime Allowance then please complete the lifetime allowance declaration form on our website:

www.retirementadvantage.com/adviser/retirement-account/form

Section 10. Other information

Please provide any additional information in the box below:

Please see below for details of the Retirement Advantage privacy notice which must be provided to your customer.

Section 11. Data protection notice

We take collection and management of your Personal Data very seriously. This notice explains how the information held by Retirement Advantage (referred to as “Retirement Advantage”, “we” or “us” throughout this notice) will be treated.

How your information will be used

The information collected shall be processed in accordance with the Data Protection Act 1998 (“the Act”) and any successor legislation. All reference to Personal Data, Special Categories of Personal Data, Data Subject and Processing shall have the meaning as set out in the Act.

Reference to “your information” and “your personal data” shall mean Personal Data and or / Special Categories of Personal Data (such as medical data), that is disclosed to us, for which an identifiable individual (Data Subject) is the focus.

The information provided to us may be used:

- To provide any requested product or service and to deal with any enquiries and requests we may receive;
- In relation to the performance of a contract with you or to take steps to enter into a contract with you;
- To underwrite and administer a Retirement Advantage product. This may include an automated underwriting process taking into account the special categories of personal data provided;
- For research and statistical analysis;
- For the purposes of complying with applicable legal and regulatory obligations;
- To perform a task carried out in the public interest or in the exercise of official authority vested in Retirement Advantage, your data controller.

If personal information is submitted about another person (for example your spouse/partner), then by authorising your financial adviser to submit this form to us, you confirm that they have consented to providing their information to Retirement Advantage and for the information to be used and shared as set out in this notice.

Legal basis for processing:

Where processing of data is necessary for entering into a contract with Retirement Advantage or for the performance of a contract which the data subject is aware of the legal processing of Personal Data is based on Article 6.1(b) of the General Data Protection Regulation (GDPR).

Processing of Special Categories of Personal Data is based on Article 9.2(g) of the GDPR in that processing is necessary for reasons of substantial public interest; or on the basis of applicable law where the only data processed will be that necessary for the aim specified. This is in order to respect the Data Subject's rights and interests.

Sharing Personal Data

Where necessary and only for the purposes mentioned above, information (including medical data) may be shared with:

- Other companies within the group of Retirement Advantage companies and any future owners of our business and/or affiliates;
- Service providers of Retirement Advantage, such as reinsurers, third party administrators, professional advisors, tracing agencies and/or research companies;
- Doctors or any relevant medical professional;
- With credit agencies (for the purpose of identification verification);
- Agencies and third parties for the purposes of preventing, detecting or investigating financial crime; and/or
- Regulators or such authority if required to do so by law or by any court order or if Retirement Advantage has consent to do so.

The information provided in this form will be held securely and will not be held for longer than is necessary. There may be a scenario where the information could be processed outside of the European Economic Area (EEA). In this situation we confirm that only the minimum amount of data will be processed, and appropriate security measures in accordance with the Act will be applied.

Individual rights under the General Data Protection Regulation (GDPR)

GDPR provides individuals (Data Subjects) with various rights including the right to be told what Personal Data is held by Retirement Advantage and the right to request that any inaccuracies in respect of their Personal Data are corrected. Details of all individual rights are shown below:

1. The right to be informed – you have the right to be informed how your Personal Data will be used. For example this may be set out in a company's privacy notice.
2. The right of access – you have the right to access your Personal Data and supplementary information. For example you may wish to access your data to become aware of and verify the lawfulness of the processing.
3. The right to rectification – you have the right to have your Personal Data rectified. For example if you feel it is inaccurate or incomplete.
4. The right to erasure – you have the right in specific circumstances to request the deletion or removal of Personal Data where there is no compelling reason for its continued processing. For example, your Personal Data was unlawfully processed.
5. The right to restrict processing – you have the right to restrict the processing of your Personal Data in certain circumstances. For example you wish to contest the accuracy of

your Personal Data.

6. The right to data portability – you have the right to obtain and reuse your Personal Data for your own purposes. For example you may wish to move, copy or transfer Personal Data from one information technology environment to another in a safe and secure manner.
7. The right to object – you have the right to object to your Personal Data being used for processing based on legitimate interests or for a task in the public interest. For example you no longer want your Personal Data used for direct marketing.
8. Rights in relation to automated decision making and profiling – you have the right to challenge decisions that are made using an automated approach including profiling. For example you may want to request human intervention where you do not agree with an automated decision.

Detailed information relating to your individual rights can be obtained via the Information Commissioner's Office – see 'further information' section for contact details.

Retention of data

The data provided will not be used for any longer than is necessary and in accordance with FCA record keeping guidelines. Personal Data and Special Categories of Personal Data will be:

1. Deleted after 6 months if the data used is for a product quotation that does not proceed to a policy
2. Retained on file for 6 years after a policy has ended

Further Information

Should there be any queries regarding Personal Data or individuals rights under the Act, please contact Retirement Advantage's Data Protection Officer in writing at:

Retirement Advantage
110 Cannon Street
London
EC4N 6EU

You also have the right to talk to the Information Commissioner's Office whose main role is to uphold information rights in the public interest.

Website: <https://ico.org.uk/for-the-public/>
Email: casework@ico.org.uk
Phone: 0303 123 1113

Address:
Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

How to submit this form

Email: ifaservice@retirementadvantage.com.
Post: Retirement Advantage, PO Box 4993, Worthing, BN99 4AE.

Please call 0800 032 7689 if you need any support.



Telephone calls may be recorded for training and quality monitoring purposes. **Retirement Advantage™** is a trading name of **MGM Advantage Life Limited**. Registered no. 08395855. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. **Retirement Advantage™** and the **Retirement Advantage™** logo are trademarks of **MGM Advantage Holdings Limited**. Registered in England and Wales. Registered office 110 Cannon Street, London EC4N 6EU. 40-002 04/18