



***CIRAS* PERSONAL PENSION**

APPLICATION FORM

CIRAS*⁺*plus

CONFIDENTIAL



THE FORT GROUP

**Fort Trustees Limited
Island House
Grande Rue
St Martins
Guernsey
GY4 6RU**

The purpose of this form is to provide The Fort Group (which includes amongst others, Fort Trustees Limited) with sufficient information to enable us to undertake your instructions accurately and efficiently, whilst at the same time providing us with sufficient information that we might comply with the requirements under the laws and regulatory environment of Guernsey as well as the requirements of HMRC in the UK for QROPS registered schemes.

We appreciate that the questions require the disclosure of very personal information but, your responses are strictly confidential. A copy of this Application Form may be submitted to the Guernsey Income Tax Authority so as to enable you to become a Member of the *CIRAS* Personal Pension and in particular *CIRAS⁺plus*. Please answer as fully as possible as this will ensure your timely enrolment in to the Scheme.

The *CIRAS* Personal Pension has been established by Fort Trustees Limited, as Trustee, to provide a trust for Guernsey Residents, the Scheme Members, to make provision for their retirement. The *CIRAS* Personal Pension is a multi-member Retirement Annuity Trust Scheme and is approved by the Guernsey Income Authority under section 157A of the Income Tax (Guernsey) Law, 1975.

More details are provided in the accompanying documents explaining the management of The Trust and your attention is drawn to these.

RISK WARNING: Past performance is no guarantee of future performance. Investment values and income arising from them can fall as well as rise and may be affected by changes in rates of exchange. Front-end charges may apply to the Investments held under the *CIRAS* Personal Pension. Any Scheme Member may not receive back the amount originally invested. Any mention of bonds, equities, currencies or markets should not be taken as a recommendation. We advise you seek direct investment advice before making any invest decision.

For current information, regarding the taxation and/or suitability of the *CIRAS* Personal Pension for you, please contact a suitably qualified Financial, Tax or Legal Adviser.

If you are uncertain of any aspect of this form or the obligations that you are entering in to by becoming a Member of the *CIRAS* Personal Pension, please seek independent advice.

Fort Trustees Limited may delegate certain of its administration functions as the Trustee to other members of The Fort Group.

Fort Trustees Limited is licensed by the Guernsey Financial Services Commission in Guernsey under the Regulation of Fiduciaries, Administration Businesses and Company Director's etc (Bailiwick of Guernsey) Law 2000.

The *CIRAS* Personal Pension was approved under subsection 4 of section 157A of The Income Tax (Guernsey) Law 1975 by the States of Guernsey Income Tax Authority 9th March 2007 under reference 6R.10691/T and is registered as a QROPS scheme with HMRC in the United Kingdom.

Personal Details

Surname

Mr/Mrs/Miss/Ms

Full Forenames

Address

Date of Birth

Marital Status

Male

Female

Exact Nature of Occupation

Tax Residence

Note: Annuities or distributions cannot be paid until proof of age has been given. We recommend that the birth certificate and for married women or widows, a marriage certificate, be forwarded with the application.

Eligibility

Have you effected or are you about to effect any other contract approved under section 157A of the Income Tax (Guernsey) Law, 1975?

Yes

No

If yes, please provide details of the contract(s) including the amount of contribution paid.

For which period?

Amount

Are you now or have you even been Resident in Guernsey*

Yes

No

If YES, please give details and dates of residence.

Do you intend becoming a resident of Guernsey*

* the Bailiwick of Guernsey

Yes

No

If YES:-

Please give details and dates.

If No:-

Sign this box to confirm that you undertake to notify us if you ever become resident in the Bailiwick of Guernsey

Selected Pension Age:
(must be between the ages of 50 and 75) ** from April 2010 this will change to 55

years

months

Are you now or have you even been Resident in the United Kingdom*

NOW

PREVIOUSLY

If NOW, please indicate when you intend to leave the UK

Have you submitted FORM P85 to HMRC yet?

If PREVIOUSLY, please state the date on which you left the UK

Did you submit FORM P85 to HMRC?

Existing Pension Schemes – give full details (continue on separate sheet if needed)

Approximate Transfer Value(s)

Name(s) of existing schemes(s)

Have you received a tax free lump sum from any existing scheme(s)? (If Yes – give details)

Are you receiving a regular income from any existing scheme? (If Yes – give details)

Have you transferred any scheme(s) to a different provider? (If Yes – give details)

Is any part of a potential transfer subject to court order in any jurisdiction?

NO

If YES – give details.

**Your Professional Adviser(s)
(if applicable)
Continue on separate sheet if
required.**

**Give full details of your professional adviser(s), including
Financial Adviser, Tax / Legal Adviser etc:-**

Name

Company

Address

Telephone

Fax

Email

Name

Company

Address

Telephone

Fax

Email

**Has the above adviser given
you advice on this matter –
or another party?
(* delete as appropriate)**

***YES – the above has advised me.**

***Another party has advised me – their details are:-**

Name

Company

Address

Telephone

Fax

Email

*** I have not received any advice on this matter.**

**Have you ever been
convicted of a criminal
offence, subject to a tax
investigation in any location
or know of any current or
potential creditors who may
seek to claims assets held by
Fort Trustees Limited?**

NO.

If YES – give full details.

Contributions

Regular Contribution

YES
(annually)

No

Your contribution (subject to minimums)

**Amount of each gross
Regular Contribution
(annually)**

**Amount of each gross
Single Contribution**

**Amount of Transfer
Payment(s)
(estimated)**

£

£

£

£

£

Commencement Date

Where a single contribution is payable the commencement date will be the date on which Fort Trustees Limited has received the application and banked the cheque. Any regular contributions as a result of this application will commence on the 20th of the month if cleared funds are received on or before the 15th of the month.

From which date/month are regular contributions to commence?

Day / Month / Year

**Do you require indexation
on regular contributions?**

Yes

No

If YES:

5%

10%

Declaration by Scheme Applicant

i) I declare that to the best of my knowledge and belief the statements on this Application and all other declarations relating to it be true and complete. I understand that the benefits provided by the arrangements I am making with Fort Trustees Limited cannot be transferred, assigned or commuted except as permitted by relevant legislation and that Fort Trustees Limited will not accept contributions if I cease to be eligible, or if the policy ceases to be approved by the Comptroller/Administrator of Income Tax or if the policy ceases to maintain its QROPS status.

ii) Where a Transfer payment is being made. I request the Trustees/Scheme Administrator/ Insurance Company to make payment to Fort Trustees Limited.

iii) I consent to the company using information supplied on this Application in order to administer my membership of The CIRAS Personal Pension and acknowledge that the information will be held on its computer records and may be used for underwriting or claims handling purposes. Such information may be disclosed in confidence to regulatory bodies, other benefit providers, investment managers and to other Fort Group companies. It may be transferred to any country, including those outside the European Economic Area, for any of these purposes.

iv) I authorise you to make any credit reference searches or other enquiries in accordance with your normal procedures in connection with this application. You may store and process information obtained by you on your computers and in any other way. Otherwise you will keep information about me confidential as otherwise herein described.

v) I confirm that I have read and agree to the terms and provisions of the CIRAS Personal Pension and that I am eligible to apply for membership. I further confirm that any assets transferred into CIRAS are free of any encumbrances and not subject to any third party rights or claims.

vi) I further confirm that all assets being transferred have not originated from transactions or activities which constitute a criminal offence in Guernsey or would be deemed to be such an offence if carried out in Guernsey.

vii) I confirm that I will provide to the Trustees upon request, full details of any benefits I have or may receive or be entitled to receive under any other pension arrangement.

Signature:

Signature:

	/		/	
Day		Month		Year

Cancellation Period

Whilst neither obligation nor requirement under Guernsey Law, Fort Trustees Limited will not process your application for 7 (seven) days to allow you time to reflect upon your decision to seek membership of the CIRAS Personal Pension. Should you decide that you do not wish to continue, please contact Fort Trustees Limited immediately or contact your Financial Advisor.

NOTES

1. Eligibility

Any adult who is not a resident in the Bailiwick of Guernsey may be eligible to join CIRAS. Any resident of the Bailiwick of Guernsey who is entitled to the maximum permissible benefit under an approved pension scheme of 40/60 of final pensionable salary, may not seek membership of The CIRAS Personal Pension.

2. Contributions

Minimum Amounts:

- ✓ The minimum regular contribution is £12,000 per annum paid annually
- ✓ The minimum single contribution or transfer payment is £100,000
- ✓ The minimum additional single contribution or transfer payment is £20,000

3. Payment

If paying annually or for single contributions, the cheque for the initial contribution should be attached to this application.

Please make your cheques payable to Fort Trustees Limited Re: CIRAS please note, cleared funds must be received on or before the 15th of the month. Funds do not earn interest on account.

4. Fees and Charges

TRUSTEE FEES:

Are published separately in the *CIRAS⁺plus* Fee Schedule – by making this application you confirm that you have received a copy of the Fee Schedule and agree to it.

Investment Management Fee:

Any fees, costs, charges, expenses or commissions incurred by the appointed Investment Manager are separate to the above and will be borne by the pension fund or paid by you directly.

Other Charges:

The pension fund will be liable to pay any associated charges relating to bank transfers and disbursements.

The Trustees reserve the right to instruct the appointed Investment Manager to raise sufficient funds from the invested pension fund in order to satisfy any outstanding fees, costs or charges.