

InvestEngine

Transfer Out Request

ABOUT THIS FORM

This form is used to transfer out of the InvestEngine Self-Invested Personal Pension (SIPP)

Sections to be completed:

- Member should complete sections 1, 2, 3 & 4.
- Someone authorised to act for the Receiving scheme should complete section 5.

Section 1 – Your Details

Title:	Forename(s)
Surname:	Date of Birth: (DD/MM/YYYY)
National Insurance Number:	SIPP Reference Number: (if known)
Permanent Residential Address:	
Postcode:	

Section 2 – Details of the Receiving Scheme

To be completed by the member

I wish to transfer my InvestEngine SIPP to (enter name of scheme)

Provided by (enter provider name)

Provider address

Provider telephone number

My reference number in the receiving scheme (if known)

Section 3 – Details of transfer

To be completed by the member

You have the option of transferring some or all of the assets held within your SIPP in-specie to your new provider. Please confirm how you would like your SIPP benefits to be transferred:

Partial Transfer

I wish to transfer some of my benefits in cash

☐

The amount I wish to transfer is £

I wish to transfer the benefits below in-specie

☐

Full Transfer

I wish to transfer all of my benefits in cash*

☐

I wish to transfer the below benefits in-specie, with the remaining benefits to be transferred in cash*

☐

I wish to transfer all of my benefits in-specie*

☐

In-Specie Transfers

Please provide confirmation below of the stocks that are to be transferred in-specie

Full name of the asset you wish to transfer in-specie	Percentage to be transferred
	100%
	100%
	100%
	100%

*I understand that the transfer will not include any suspended holdings and that once any further cash from these are made available, it will be transferred in line with this instruction.

InvestEngine® is a trading name of InvestEngine (UK) Limited, a company registered at 4th Floor, 57 Great Suffolk Street, London, United Kingdom, SE1 0BB and incorporated in the UK with company number 10438231. InvestEngine (UK) Limited is Authorised and Regulated by the Financial Conduct Authority (Firm Reference Number: 801128).

Quai Investment Services Limited is authorised and regulated by the Financial Conduct Authority – Firm Reference Number 922590, Registered in England No 9919243. The Registered Office for Quai Investment Services Limited is Unit 16 Tesla Court, Innovation Way, Peterborough, PE2 6FL.

Section 4 – Member Declaration

To be completed by the member

IMPORTANT

Deciding to transfer your pension is an important decision. If you have not done so we strongly advise you to seek advice regarding this transfer from a suitably qualified financial adviser.

If you are aged 50 or over you are entitled to free, impartial guidance on your options from the Government-backed Pension Wise service. You can access this online at www.pensionwise.gov.uk, or by calling 0300 330 1001 to arrange a telephone or face to face appointment.

Please confirm;

I have read The Pensions Regulators booklet on Pension Scams ☐

I declare that:

- I wish to transfer out of the InvestEngine SIPP in accordance with my instruction in section 3 of this form.
- I wish to transfer to the scheme whose details I have provided in section 2.
- I understand that the instructions in this form are irrevocable and that Quai Investment Services Limited are not obliged to accept my benefits back if I decide to cancel my transfer into the receiving scheme.
- I agree that once payment has been made Quai Investment Services Limited will cease to have any responsibility for the benefits that I have transferred out.
- I give permission to Quai Investment Services Limited to provide my selected provider with any information required to facilitate the transfer of my benefits.
- I agree to indemnify Quai Investment Services Limited for any claims or losses as incurred as a result of them acting in accordance with my instructions and relying on any information provided by me.
- I acknowledge that I have not received any advice from Quai Investment Services Limited in respect of this transfer and that Quai Investment Services Limited has recommended that I seek advice from a suitably qualified financial adviser prior to transferring my benefits.
- I am aware that there may be some benefits available in my InvestEngine SIPP which may not be available in my new scheme.
- I understand that if I have taken out Protection from the Lump Sum Allowance or Lump Sum and Death Benefit Allowance, previously known as the Lifetime Allowance, then transferring my pension may invalidate this protection.
- Please note that it is not possible to transfer fractional share holdings. Any fractional shares that you hold will need to be sold down into cash and the cash raised from these sales will be transferred to your chosen receiving scheme accordingly.

I have received and read the risk warnings relevant to my selected retirement option and am happy to proceed

Yes ☐

No ☐

Signature

Date

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Section 5 – Additional Information

To be completed by the receiving scheme

Name of receiving scheme	<input type="text"/>
Members reference number in receiving scheme	<input type="text"/>
Contact Telephone Number	<input type="text"/>
Receiving Scheme Address	<input type="text"/> <input type="text"/> <input type="text"/>

Type of scheme (please tick one)

Fully insured scheme	<input type="checkbox"/>	Self-Administered Money Purchase Scheme	<input type="checkbox"/>
Defined Benefit Scheme	<input type="checkbox"/>	Statutory Pension Scheme	<input type="checkbox"/>
Money Purchase (other than fully insured)	<input type="checkbox"/>	Other	<input type="checkbox"/>

If other please elaborate

The scheme is a registered pension scheme under Chapter 2 Part 4 of the Finance Act 2004. Yes ☐ No ☐

HM Revenue & Customs Registration Number for the scheme

Please provide details of the bank account into which the transfer should be paid.

Note:

- For a Fully Insured Scheme the payee must be the receiving insurer.
- For any self-administered scheme the payment must be in the name of the trustees or scheme Administrator.
- For a statutory scheme the payee must be the receiving scheme.

Account Name:

Account Number:

Sort Code:

Payment Reference:

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I/we declare that:

- To the best of my knowledge and belief the information provided in this form and any accompanying documentation is true and complete.
- On behalf of the Scheme Administrator of the receiving scheme I agree to provide you with any information required to facilitate the transfer. I also consent to Quai Investment Services Limited obtaining from third parties, such including HMRC, such information as may be required in connection with the proposed transfer.
- I confirm that the receiving pension scheme is authorised and willing to accept the transfer.

Signature
Name

Date
Position

IMPORTANT

Please provide documentary evidence that the Receiving Scheme is a registered scheme under the Finance Act 2004. Acceptable evidence is either the HMRC letter to the Scheme Administrator confirming the scheme is a registered scheme or printed evidence pages from the Scheme Administrator's section of HMRC Pensions On-Line clearly showing that the scheme is a registered scheme.

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