

# Authorisation and Request to Transfer Pension Benefits into the B&CE EasyBuild Stakeholder Pension

(Please complete all blank boxes using block capitals)

## A. Your Own Details

Title: (Mr/Mrs/Miss/Ms)  Surname

Forenames (in full)

Address

Postcode

Telephone No Day  Evening

National Insurance No           Sex Male/Female

Date of Birth  Age

Email Address

## B. Transferring Scheme Contact Name & Address.

This is the name & address of the company actually paying the transfer value over to EasyBuild.

(NOTE: If you have more than one Transferring Scheme please contact us for a further form.)

Company (or) Scheme Name  Your Policy No/s:

Address  Telephone No

Contact name (if known)

Transfer value £  Does this contain Protected Rights  Yes  No

### Your Declaration

I have considered my options fully and confirm that I wish to transfer the funds held in the policy/ies shown above into my EasyBuild Stakeholder Pension policy. I have read and understood the enclosed explanatory notes 'Transferring Pensions'. I have not asked for advice and I have not received advice from a B&CE representative. I agree to be bound by the rules of the Scheme. Consent is hereby given to B&CE Insurance Limited to seek information from the administrator/trustee(s) of the scheme to which I have been a member and to giving such information before the transfer proceeds.

Signed

Dated

I understand if I change my mind I have 30 days from the date of this declaration in which to notify B&CE Insurance Limited of my decision. Important: In the event of the transfer proceeding, unless we are informed otherwise, (or you have already chosen which fund/s to invest in) the value will be paid into the EasyBuild Managed Fund which is the default fund.

B&CE EasyBuild Stakeholder Pension is a contract based stakeholder pension plan. The Provider and Administrator of EasyBuild is B&CE Insurance Limited and is approved by HM Revenue and Customs Pensions Scheme Office under Chapter 2 part 4 of the Finance Act 2004 (reference 00613700RH). EasyBuild is also approved for the purpose of contracting out of S2P (State Second Pension). Appropriate Scheme Certificate Number (ASCON number) A7800027P.

## Transferring Pensions

EasyBuild provides a number of attractive benefits, low charges being one of them; you can find an independent comparison of pensions at [www.fsa.gov.uk/tables](http://www.fsa.gov.uk/tables). There are many other things to consider before transferring other pension(s) fund(s) into EasyBuild. You should compare your existing pension(s) with EasyBuild before making a decision. To help evaluate the products effectively you may find it useful to consider the following:

- Look at the penalties of leaving your existing scheme – for example there may be high surrender charges if you transfer from a Group Personal Pension scheme or Occupational Scheme to another pension scheme.
- Ask your pension provider(s) for a current valuation and transfer value (cash lump sum) to find out what the cost would be if you went ahead with the transfer.
- Ask your pension provider(s) and B&CE to provide a personal illustration to your chosen retirement age.
- Remember there is no charge for transferring into or from a stakeholder pension such as EasyBuild.

Even if the transfer penalties are too high and you choose not to transfer, you may be able to start an EasyBuild pension fund as well as keep your existing one. Since April 2006 contributions to EasyBuild can be made in addition to other pension arrangements.

If you are making contributions to another personal/stakeholder pension and not EasyBuild you need to consider what you may be losing out on if your employer is prepared to match your contributions for EasyBuild. However, you should check whether a reduction in contributions to your existing pension carries any penalty. Generally, the further away you are from retirement, the more likely the benefits will outweigh the costs of the transfer, as time will reduce the effect of any initial costs and penalties associated with transferring and so you may decide that even with the penalties incurred, it is still worth transferring into EasyBuild.

**Remember, the consequences of transferring your pension are significant, so if you still have any doubts it may be useful to get professional advice. The Pensions Advisory Service helpline can give you information and guidance.**

Telephone: 0845 601 2923, or visit [www.thepensionadvisoryservice.org.uk](http://www.thepensionadvisoryservice.org.uk)

### Occupational/Company Pension Schemes

Transferring your funds out of a 'Company Pension Scheme' is not always beneficial as potentially you could miss out on a number of benefits. This is especially true for salary related schemes and we recommend you read the Financial Services Authority's guide 'just the facts about pension transfers'. However, EasyBuild benefits could outweigh what you are projected to receive. A pension transfer specialist should therefore produce a full transfer analysis and advise you as to what your options are and the most appropriate course of action.