

SUPPLEMENTARY APPLICATION FORM

Westerby Self Invested Personal Pensions

This form is for use in relation to any existing Self Invested Personal Pension operated by Westerby Trustee Services Ltd.

You should complete this form if you wish to:

- Make an additional single contribution.
- Commence payment of regular contributions or make changes to existing regular contributions.
- Make additional transfers in from other pension arrangements.

For individuals this form also acts as an application for basic rate tax relief on eligible contributions. We are therefore required by Her Majesty's Revenue and Customs (HMRC) to remind you that it is a serious offence to make false statements. The penalties are severe and could also lead to prosecution.

1. EXISTING PLAN NAME / NUMBER

Westerby Private Pension _____

Westerby Discretionary Pension Portfolio _____

Group SIPP _____

2. PERSONAL DETAILS

Title: MR / MRS / MISS / OTHER _____

Surname: _____

Forename(s): _____

Address: _____

Post Code: _____

Contact Telephone No: _____

3. EMPLOYMENT STATUS

1. Employed

Please complete your employers full name and address:

Employers Name: _____

Employers Address: _____

Postcode: _____

2. Are you receiving a pension chargeable to tax under Schedule E?

3. Self-Employed (in receipt of profits or gains which are chargeable to tax under Schedule D)

4. Child under the age of 16 years?

If you do not fall into any of the above categories please select the most applicable status from the list below:

5. Caring for one or more children under the age of 16 years

6. Caring for a person aged 16 years or over

7. In full-time education

8. Unemployed

9. Other; please state: _____

Please delete as appropriate or indicate other title.

4. ENTITLEMENT TO TAX RELIEF (Please tick one option)

- I have relevant UK earnings chargeable to Income Tax, or general earnings from overseas Crown employment subject to UK tax, in this tax year.
- I am/or have been a resident in the UK at some time during this tax year.
- My spouse has for this tax year general earnings from overseas Crown employment subject to UK tax.
- I, or my spouse, are in overseas Crown employment but for this tax year do not have general earnings from overseas Crown employment subject to UK Tax.

5. CONTRIBUTIONS AND TRANSFERS

(a) Please give details of any changes in the contributions to be paid.

Current regular contribution: Employer (Gross): £ _____ Applicant (Gross): £ _____

New regular contribution (total) Employer (Gross): £ _____ Applicant (Gross): £ _____

Frequency of regular contribution: Monthly Annually

Single contribution: Employer £ _____ (Gross) Applicant: £ _____ (Gross)

(b) Will your personal contributions be paid by a third party, other than your employer? Yes / No

If 'YES' please provide name and address of the third party below:

Title _____ Surname _____ Forename _____

OR, Organisation Name _____

Address _____

_____ Postcode _____

(c) Are contributions being paid to any other Registered Pension Schemes by you, or your employer on your behalf? Yes / No

(d) Do you wish to transfer any existing pension arrangements into to this contract? Yes / No

If Yes, please indicate the approximate value to be transferred below:

Name of Transferring Scheme	Amount of Protected Rights (£)	Amount of Non-Protected Rights (£)

Relevant UK earnings means:

- i) employment income.
- ii) income which is chargeable under Schedule D and is immediately derived from the carrying on or exercise of a trade or profession or vocation.
- iii) income to which section 529 of Income and Corporation Taxes Act 1988 (ICTA) applies (patent income).

Relevant UK earnings are to be treated as not being chargeable to income tax, if in accordance with arrangements having effect by virtue of section 788 of ICTA, they are not taxable in the UK.

There is no minimum contribution. Details of the maximum contributions payable are contained in the brochure. If in any doubt you should consult your financial adviser.

Please inform us if you have applied for enhanced protection. This protection will be lost if you make contributions.

A completed standing order mandate will be required to set up any annual or monthly contributions. Please contact us if a mandate is required for completion.

Cheques should be made payable to 'Trustees of the WPP for (your name)' / 'Trustees of the WDPP for (your name)' or 'Name of Group SIPP' as appropriate.

Please note that you will need to supply separate documentary evidence of identity and address of the third party.

6. INDEPENDENT FINANCIAL ADVICE

(i) Do you have an Independent Financial Adviser? Yes / No

If "Yes"

Person in firm responsible: _____
 Name & Address of firm: _____

 Post Code: _____

(ii) Is the adviser to receive remuneration by deduction from the fund? Yes / No

If "Yes"

Initial payment: _____ % of total transfers or £ _____
 _____ % of total contributions or £ _____

Renewal _____ % of Fund value or £ _____ per annum

Account to which commission payments should be made (Financial Adviser to complete)

Name of Bank: _____
 Sort Code: _____
 Account Number: _____
 Account Name: _____

7. EXPRESSION OF WISH - Disposal of Death Benefits

(It is important that this section is completed if no previous nominations have been made, however if completed it will supersede and replace any previous nominations)

Name: _____
 Date of Birth: _____ / _____ / _____
 Address: _____

 Post Code: _____
 Relationship _____ % of Ordinary Death Benefit: _____
 _____ % of Protected Rights Death Benefit: _____

Name: _____
 Date of Birth: _____ / _____ / _____
 Address: _____

 Post Code: _____
 Relationship _____ % of Ordinary Death Benefit: _____
 _____ % of Protected Rights Death Benefit: _____

Name: _____
 Date of Birth: _____ / _____ / _____
 Address: _____

 Post Code: _____
 Relationship _____ % of Ordinary Death Benefit: _____
 _____ % of Protected Rights Death Benefit: _____

Initial commission is payable on the value of transfers and single contributions received. No initial commission is payable on regular contributions.

Renewal commission will be paid annually in arrears soon after the annual valuation statement of your SIPP is issued to you.

The renewal commission specified will be paid each year unless you notify us in writing that you wish to change the arrangement.

Commissions payable will be deducted from your SIPP bank account. If there are insufficient funds available then you may need to disinvest, make additional contributions or make other arrangements to meet the commission due.

Please provide details of those people you would like to nominate to receive any benefit payable under the scheme on your death.

The nomination for the Ordinary Death Benefit does not bind the Trustee of the Scheme, but will help us to pay out benefits in line with your wishes.

The nomination for the Protected Rights Death Benefit is binding and therefore the Trustee does not have any discretion over this payment. Please see the Protected Rights Key Features Document for further details.

Nominations can be changed at any time.

If you wish to nominate more than three beneficiaries, please continue on a separate sheet and attach it to this application form.

8 - DECLARATION

I hereby apply to Westerby Trustee Services Ltd to make the contributions and pension transfer payments detailed in Section 5 of this application. These are to be applied to my existing plan and I agree to be bound by the governing Deed and Rules thereof and the Supplemental Deed.

I agree that the amount of any unauthorised payment charge, scheme sanction charge or any other tax charge payable by the Scheme Administrator to HMRC in respect of my pension fund will be deducted from the funds held for my benefit. If there are insufficient funds held then I agree to pay the Scheme Administrator the amount by which the tax charges exceed the value of my fund.

I declare that:-

- (i) To the best of my knowledge the information contained in this application is true and complete.
- (ii) If contributions are to be paid I declare that I am under the age of 75 and a UK relevant individual.
- (iii) Any contributions made towards this scheme are not as a result of any pension commencement lump sum payment I have received from this or any other registered pension scheme.
- (iv) The total contributions to be paid by me or on my behalf to this scheme, together with any contributions to any other registered pension scheme, and in respect of which I am entitled to tax relief, do not exceed the greater of the basic amount or the amount of my relevant UK earnings for that tax year.
- (v) I agree to inform Westerby Trustee Services Ltd in writing if any event occurs as a result of which I will cease to be a UK relevant individual. Notice must be given by 5th April in the year of assessment in which the event occurs or 30 days after the event occurs if later.

Transfer payments:-

- (i) I request that the administrator of the transferring plan applies the whole of my available transfer value from that arrangement.
- (ii) I understand that following the application of the transfer value neither I nor my spouse or dependants will have any further entitlement under the transferring plan.
- (iii) I authorise the trustees, administrators or insurers of the transferring plan to provide Westerby Trustee Services Ltd with any information it may request in relation to any benefits provided for me.

Data Protection:-

I understand that Westerby Trustee Services Ltd and the nominated bank will process and hold on computer or otherwise information obtained about me as a result of this Application.

- (i) I hereby give my consent to them obtaining, recording and holding this information and other such personal data as may be required in the future to administer my scheme.
- (ii) I also give consent to them disclosing to a third party such basic information about me as may be required by that third party to enable them to trace my whereabouts in the future should they be unable to do so and require their assistance.
- (iii) I understand that I have the right to ask for a copy of the personal data held in respect of me in return for the payment of a small fee and to require the correction of any inaccuracies in that data.
- (iv) Where I have disclosed the personal data relating to other living individuals, I am also deemed, as agent, on behalf of those individuals to have:-
 - a. Given consent on their behalf, and
 - b. Informed them of the identity of the data controllers, and the purposes for which their personal data will be processed.

Adviser Remuneration:-

I hereby authorise Westerby Trustee Services Ltd to instruct the nominated bank to pay from my SIPP bank account any initial and renewal commission due to my Independent Financial Adviser as detailed in section 6 of this application form until otherwise notified by me in writing.

Signature _____

Print Name _____

Date _____

Note: Please sign and date the application and declaration and return it to:

Westerby Trustee Services Limited
1 & 2 St Matthews Business Centre
Gower Street
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