

Retirement instruction for Personal Pension and PRSA Application

PPRET V11 0811

Filling in this form

Complete this form if you are choosing to retire now and have your policy proceeds paid according to these instructions. Before completing this form, please read your Personal Illustration, Key Features document and Investment Options guide, given to you by your financial adviser.

Part 1a - Your details

Title											Surname											
First names (in full)																						
Address																						
											Contact number											
Date of birth* (DD/MM/YYYY)												<input type="checkbox"/> Male	<input type="checkbox"/> Female									
Personal Public Service number	N	N	N	N	N	N	N	N	N	L	(L)											
Policy numbers																						
(Do NOT insert letters at the end of your policy number, unless you have a multiple policy facility and you want to retire in stages.)																						
Has a Notice to trustees (under the Family Law Acts) or a Pension Adjustment Order been issued in respect of this pension?																						
												<input type="checkbox"/> Yes	<input type="checkbox"/> No									
If yes, please provide a copy of the Notice/Order.																						
Bank account number**												Branch sort code	9									
Bank account name											Bank name											
Bank address																						

* Evidence of your age (e.g. passport, driving licence) must be submitted with this application, unless already submitted. You must be 75 or under to invest.

** ARF withdrawals/annuity payments will be lodged to this account. Please allow at least 3 bank working days for payments to reach your account.

Payments must be lodged to own or jointly owned Irish personal bank account. Payments cannot be made by cheque.

Part 1b - Your options

Tick/complete one or more, as appropriate.

- (i) Take a **lump sum**: None Maximum* % Other*
- (ii) Purchase a **Standard Life retirement annuity**
(complete Parts 1c, 4, 5 and 7)
- (iii) Invest in a **Standard Life Synergy approved retirement fund**
(complete Parts 1c, 2, 3, 5 and 7)
- (iv) Take an **additional lump sum** (taxed as earned income)
(complete Parts 1c, 2 and 7b)
- (v) Send my remaining policy proceeds to

Annuity provider/Qualifying Fund Manager																				
Address																				
To invest in	Please give % or amounts and policy types																			

* (On retirement, up to 25% of your retirement fund can be taken as a lump sum subject to the following:

- the first €200,000 will be tax free
- the next €375,000 will be liable to tax at 20%
- any amount over €575,000 will be treated as income and taxed under the PAYE system

These include any lump sum benefits taken on or after 7 December 2005.

Part 1c - Revenue declaration

If you have a Personal Fund Threshold Certificate, issued by the Revenue, please enclose a copy with your completed declaration. Where your personal fund threshold includes a defined benefit arrangement, please state the valuation factor used.

Information in relation to payment of the State pension from the Department of Social Protection is **not** required.

This declaration should be completed in respect of benefits arising on or after **7 December 2005**.

1. Did you become entitled, on or after 07/12/2005, to any pension, lump sum or any other pension related benefit? Yes No
2. Prior to, or on, the date of receiving benefits from this pension arrangement, do you expect to become entitled to any pension, lump sum or any other pension related benefit from another pension arrangement? Yes No
3. Have you directed, on or after 07/12/2005, or do you intend to direct prior to the date of receiving benefits from this pension arrangement, that a payment or transfer be made to an overseas pension arrangement? Yes No

If YES to any of the above please provide details below.

Scheme name	Annuity provider/ Qualifying Fund Manager	Policy number	Policy type	Date of entitlement to benefits (DD/MM/YYYY)	Benefit amount
					€
					€
					€
					€

Transfer amount €

or

Payment to an overseas arrangement €

and

Contact details for the receiving pension arrangement

If a **defined contribution** arrangement, the value of the fund on the date of benefit entitlement. €

If a **defined benefit** arrangement the amount of annual pension, €

the amount of any lump sum €

and the factor used for calculating the capital value of the pension.

The amount or market value of any assets transferred by exercise of an 'ARF option'. €

I declare that to the best of my knowledge and belief, the information in this declaration is correct

Member's signature Date (DD/MM/YYYY)

Part 2 - ARF/taxed cash eligibility

You need to satisfy the eligibility conditions for investing in an ARF.

1. Have you a guaranteed pension income for life of €18,000 per annum?
If YES, please provide proof acceptable to Revenue, for example, copies of payment slips or letter from annuity provider. Yes No
2. Have you invested €119,800 in an AMRF? Yes No
3. Have you invested €119,800 or more in an annuity? Yes No
4. Have you invested €119,800 or more in a combination of an annuity and an AMRF? Yes No

If you have answered Yes to any of questions 1-4, please provide details below.

Annuity provider/ Qualifying Fund Manager	Policy type Annuity/AMRF	Amount invested	Start date (DD/MM/YYYY)	Policy number
		€		
		€		
		€		
		€		

If you have answered No to all of questions 1-4, you need to

- (a) Make an investment to an AMRF, that when added to your existing AMRF (if applicable) brings the total AMRF investment to €119,800 (please refer to Part 3a) or
- (b) Purchase an annuity that, when added to your existing guaranteed pension income (if applicable), brings the total guaranteed pension income to €18,000 per annum (please refer to Part 4a) or
- (c) Invest an amount in a combination of an annuity and an AMRF to bring the total investment in an annuity and an AMRF to €119,800 (please refer to Parts 3a and 4a).

The Revenue accepts your State Pension and pension annuities as guaranteed pension income for life. Income in respect of your spouse or dependant is not taken into account. Neither is your salary, State assistance, allowances or benefits, rental income or maintenance order payments. The rules surrounding ARF eligibility are designed by the Revenue, who require us to hold evidence on file that such income is guaranteed for life. Rental income, for example, is not satisfactory as it is not guaranteed **for life**. Please provide proof, e.g. copies of payment slips or letter from the relevant annuity provider confirming the payment details. Failure to provide satisfactory evidence will mean your money will not be invested until a later date.

Part 3a - ARF investment

ARF investment € (minimum €10,000)

AMRF investment € (minimum €10,000, maximum €119,800)

Part 3b - ARF fund choice

In order to complete this section, refer to the Investment Options guide

Indicate how your contribution as set out in Part 3 is to be allocated.

We will assume that your investment choice will apply to your ARF as well as your AMRF unless you state otherwise.

Synergy funds € **and/or Self-Directed Options** Tick the box, if appropriate

If you choose to invest in any of the Self-Directed Options, your funds will be initially placed in your policy's Cash Account. You must have enough money in this account to enable us to carry out your instructions.

Authorising your financial adviser to give investment instructions on your behalf

Please speak to your financial adviser before completing this section. If you wish to give this authority to your financial adviser, please sign this section.

Note that we will only accept instructions from authorised persons once we are satisfied that we have verified the identity of the authorised person, and it is the responsibility of the authorised person and/or yourself for checking that we have carried out instructions properly.

I authorise Standard Life and any third party to accept my instructions from my financial adviser named in Part 7a, to buy or sell investments under this policy.

This authorisation will apply until Standard Life receives a written instruction from me changing or withdrawing my authorisation.

Your signature (Synergy funds and deposits)

Date
(DD/MM/YYYY)

Your signature (Execution only stockbroking)

Date
(DD/MM/YYYY)

Part 3c - ARF income/withdrawal

Please choose either of the following regular withdrawal options.

% p.a (max 5% per annum of fund value before tax)

or

€ p.a (max 5% per annum of premium before tax)

You must withdraw 5% of the value of your policy on an annual basis. If you do not make withdrawals of at least this amount during each year, in December, we will make a withdrawal and lodge it to your bank account.

Part 4a - Traditional annuity details

Purchase price € (minimum €2,500)

Increase in the annuity

The annuity can increase at a fixed rate each year

0% 3% % Other (maximum 5%)

Guaranteed period*

None 5 years years Other (maximum 10 years)

Gross annuity at outset (refer to quote)

€

Payment to be In arrears In advance

* The annuity is payable throughout the greater of the lifetime of the Principal Annuitant (you) and the guaranteed period chosen.

The guaranteed period applies to the Principal Annuitant's annuity only, not to any Spouse's annuity.

If Spouse's annuity chosen, the maximum guaranteed period is 5 years.

Part 4b - Spouse's annuity (if applicable)

Amount 1/2 of Principal annuity of Principal annuity % Other (please specify)

The Spouse's annuity will start on the Principal Annuitant's death or at the end of the guaranteed period, whichever is later.

Title Surname First names (in full)

Date of birth*
(DD/MM/YYYY)

Male Female

Personal Public Service number

*Evidence of your spouse's age (e.g. copy passport/driving licence) must be submitted with this application, unless already submitted.

Part 5 - Annuity and ARF income

Frequency

Every month

Every 3 months

Every 6 months

Once a year

First payment date
(DD/MM/YYYY)

(earliest: 1 month after Start Date;
ARF: day of payment must be 06)

To ensure the correct taxes are deducted from your payments, the Revenue require us to have an up to date Certificate of Tax Credits. Contact the Revenue on their Locall PAYE helpline, based on where you live (Standard Life's 'employer' number for PRSAs and ARFs is 9578247P and for Annuities is 0064349F).

Dublin region: 1890 333 425

Border Midlands West region: 1890 777 425

South West region: 1890 222 425

East and South East region: 1890 444 425

Please tick to confirm you have contacted the Revenue

All ARF payments are processed as at 6th of the month or next following working day. Please allow at least three bank working days for payments to reach your account.

'Emergency' taxes will be deducted if we do not receive your Certificate on time. The minimum ARF income per annum is €900 (before PAYE income tax, PRSI and Universal Social Charge is deducted). The minimum annuity payment each frequency is €65 (before PAYE income tax, PRSI and Universal Social Charge is deducted). If you are taking a income from an annuity and ARF, we will assume the same payment instructions apply, unless you tell us otherwise. Separate payments will be made, regardless of payment dates.

Only complete Part 6a and 6b if you have chosen the Self-Directed option of execution only stockbroking.

Part 6a - Money laundering regulations

Due to money laundering regulations, we are required to obtain information about your occupation, income and details of how you acquired the money you are investing before we can accept your application.

Policyholder's occupation

Source of wealth

Please tick all that apply

Please tell us how you acquired the money you are investing.

Compensation payment

Inheritance

Salary/bonus

Sale of company

Divorce settlement

Lottery/betting win

Sale of investments

Savings

Gift

Policy claim/maturity

Sale of property

Other

Your annual income before taxation

Please indicate which income band applies to you

Please state the income of the policyholder.

Under €15,000

€15,000 to €19,999

€20,000 to €29,999

€30,000 to €39,999

€40,000 to €49,999

€50,000 to €59,999

€60,000 to €69,999

€70,000 or more

To comply with money laundering regulations we may verify your identity by carrying out an online check with a reference agency.

Where an online check is carried out, the agency will verify your identity against public records and it will also check whether you have a credit history (but it will not disclose any information about your actual borrowings). The agency will add a note to show that an identity check was made to your credit file, but this information will not be made available to any third parties. In addition to this, your financial adviser will submit certified copies of the document's used to identify you to Standard Life.

