

Application form

Cash-Out Retirement Plan



Once you've completed this form, please return it to:

Legal & General Retirement
PO Box 809
Cardiff, CF24 0YL

This application form is for a Legal & General Cash-Out Retirement Plan. You can only apply once you have received a guaranteed quote. You can't apply with a verbal quote.

Please provide below the guaranteed quote reference number(s) you wish to accept. We are unable to process your application without this information.

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This application is for the benefits and terms chosen in the quote number(s) listed above.

The rate used in your quote is guaranteed for a limited period. For this rate to apply, we must receive your completed application and the money from your pension pot(s) before the date shown in your quote. If we receive your application or the money after this date, the rates available at the time will apply.



You should read the Key Features and the Terms and Conditions of this contract before you buy. If you haven't received these, or if you have any questions, then please ask your financial adviser or intermediary (if you have one), or please contact us.

We will not accept this application if:

- It's for anything other than a Cash-Out Retirement Plan.
- It's in respect of an undischarged bankruptcy or where the pension has been vested in a Trustee in Bankruptcy.
- The pension benefits being used to buy this plan are coming from an Open Market Option, death benefits or post-retirement divorce settlement (Disqualifying Pension Credit). We can accept benefits arising from pre-retirement divorce settlements (Non-Disqualifying Pension Credit).
- The pension benefits being used to buy this plan relate to a Defined Benefit/Final Salary, Guaranteed Minimum Pension or Guaranteed Annuity Rate transfer, valued at greater than £30,000 and you have not received advice.
- It's in respect of a partial transfer from a drawdown arrangement.
- You are currently living overseas.

If your application takes longer than six months to complete, we'll require you to sign a new declaration confirming the information previously provided is still valid. We will not complete the application until the new declaration is received.



The personal information collected from you will be shared with fraud prevention agencies to prevent fraud and money-laundering and to verify your identity. If fraud is detected, you could be refused certain services, finance, or employment. Further details of how your information will be used by us and these fraud prevention agencies, and your data protection rights, can be found on [legalandgeneral.com/cifas](https://www.legalandgeneral.com/cifas)



Notes for the member about this application.

1. Proof of identity:

- Confirming your identity – to protect you and us from financial crime, we may need to confirm your identity from time to time. We may do this by using reference agencies to search sources of information about you (an identity search). This will not affect your credit rating. If this identity search fails, we may ask you for documents to confirm your identity.
- If you have changed your name by deed poll, please send us a copy of this with your application.

2. For taxation purposes please enclose:

- P45 for this tax year, if applicable (without this, a temporary tax code, which is confirmed by HM Revenue & Customs (HMRC), will be applied to your payments until we receive confirmation of your correct code). The P45 will not be returned to you. If we make payments before receiving confirmation of your tax code, and later learn that you have paid too much tax, we will return the overpaid tax to you by adjusting your next income payment.

3. What needs to be signed and dated:

- The declaration in Part 6 must be signed and dated by the person who we'll be paying the income to.

4. Information you should note:

- You must have a permanent National Insurance number.

5. Changes to your details

- If any of your details change after you have sent this application to us, please contact us immediately to let us know.

1. About you and your plan



Please complete this section in full.

1. What is your full name and title?

Mr/Mrs/Miss /Ms/Other

Surname

First name(s)

2. What is your date of birth?

3. What is your gender?

Male Female

4. What is your marital status?

Single Married Registered civil partnership
 Divorced/Dissolved Separated Widowed
 Cohabiting

5. What is your current permanent residential address including postcode and telephone number?

Address

Please check that you have filled in your postcode as this is essential for processing the application.

Postcode

Email address

Home phone

Mobile phone

6. What is your National Insurance number?

NI number

For example, AB 123456 C

You must have a permanent National Insurance number.

2. About your spouse, registered civil partner or dependant



Only complete this section if you have chosen an income for your dependant (shown as 'Joint Life' on your quote).

1. What is their full name and title?

Mr/Mrs/Miss
/Ms/Other

Surname

First name(s)

2. What is their date of birth?

3. What is their gender?

Male Female

4. What is their marital status?

Single Married Registered civil partnership
 Divorced/
Dissolved Separated Widowed
 Cohabiting

5. What is your relationship?
For example, husband, wife
or partner.



If you have chosen benefits for your dependant, the recipient of these payments must not be a child and must be financially dependent on or interdependent with you, or your spouse, or civil partner at the time of your death. Any nomination you make in this regard will be binding on us. If the person you have chosen dies before you there will be no dependant's benefits.

3. Payment details



Please give details of where any income and tax-free cash is to be paid.

Any tax due will normally be deducted before you receive each payment.

All payments will be made to you in British Pounds Sterling. Any conversion to another currency will be at your own expense.

1. What is the name and postcode of your bank or building society?

Name

Postcode

2. What is the bank or building society sort code and account number?

Sort code

 - -

Account number

3. What name is your account in?

You must be either the sole or joint account holder.

4. What is the building society roll number (if applicable)?

4. Guaranteed minimum payment period



You can tell us below who you wish to nominate for any continuing payments from a guaranteed minimum payment period. You can change your nomination at any time by contacting us.

Only complete this section if you have chosen a guaranteed minimum payment period.

Nomination One

1. What is their full name and title?

Mr/Mrs/Miss
/Ms/Other

Surname

First name(s)

2. What is their address?

Address

3. What is their date of birth?

D	D	M	M	Y	Y	Y	Y
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4. Percentage of payments due on your death to this nominee. The total across all nominees must equal 100%

Payment %

%

5. What is your relationship?

4. Guaranteed minimum payment period (continued)

Nomination Two

1. What is their full name and title?
2. What is their address?
3. What is their date of birth?
4. Percentage of payments due on your death to this nominee. The total across all nominees must equal 100%
5. What is your relationship?

Mr/Mrs/Miss /Ms/Other	<input type="text"/>								
Surname	<input type="text"/>								
First name(s)	<input type="text"/>								
Address	<input type="text"/>								
	<table><tr><td>D</td><td>D</td><td>M</td><td>M</td><td>Y</td><td>Y</td><td>Y</td><td>Y</td></tr></table>	D	D	M	M	Y	Y	Y	Y
D	D	M	M	Y	Y	Y	Y		
Payment %	<input type="text"/> %								
	<input type="text"/>								

Nomination Three

1. What is their full name and title?
2. What is their address?
3. What is their date of birth?
4. Percentage of payments due on your death to this nominee. The total across all nominees must equal 100%
5. What is your relationship?

Mr/Mrs/Miss /Ms/Other	<input type="text"/>								
Surname	<input type="text"/>								
First name(s)	<input type="text"/>								
Address	<input type="text"/>								
	<table><tr><td>D</td><td>D</td><td>M</td><td>M</td><td>Y</td><td>Y</td><td>Y</td><td>Y</td></tr></table>	D	D	M	M	Y	Y	Y	Y
D	D	M	M	Y	Y	Y	Y		
Payment %	<input type="text"/> %								
	<input type="text"/>								

Please note: Any nomination you make is not binding on us. The recipient will be chosen at our discretion but we will consider your nomination carefully. The recipient must be a dependant or a 'nominee' for the purposes of tax legislation.

The way that a 'nominee' is defined by tax legislation could stop the payments being offered to suitable beneficiaries in some situations. To avoid us stopping payments you may wish to make a broad nomination of all beneficiaries by ticking the box below. This will give us greater scope to ensure payments are made to an appropriate beneficiary, particularly where your wishes become out of date. We'll still consider your nomination (or nominations) and this can be changed or updated by you at any time.

In addition to any specific nomination above, I agree to make a broad nomination of any individual chosen by you to receive any payments due following my death.

5. About the transferring pension scheme(s)



If you wish to transfer the value of existing pension benefits into your plan, please give details of each transferring pension scheme(s) including any Legal & General schemes. If there is insufficient space for you to provide details of all your schemes, please photocopy this page before going any further. You can then complete the additional scheme details on a separate page(s).

Scheme One

1. Name of the current provider.

Name

2. Address and telephone number of the current provider.

Address

Telephone number

3. Full name of the pension scheme.

4. Existing plan number

5. Are the funds already in drawdown?

Yes

No

6. Is this a full or partial transfer?

Full

Partial

7. Approximate fund value to be paid to us.

£

8. Do you want to take a tax-free cash sum?

Yes

No

Is the maximum tax-free cash required (normally 25% of the fund value)?

Yes

No

If not 25%, what percentage or value do you want to take?

%/£



We will normally pay any tax-free cash due. Your current provider can only pay tax-free cash to you if your existing plan is in drawdown or has been designated for drawdown.

5. About the transferring pension scheme(s) (continued)

Scheme Two

1. Name of the current provider.

Name

2. Address and telephone number of the current provider.

Address

Telephone number

3. Full name of the pension scheme.

4. Existing plan number.

5. Are the funds already in drawdown?

Yes

No

6. Is this a full or partial transfer?

Full

Partial

7. Approximate fund value to be paid to us.

£

8. Do you want to take a tax-free cash sum?

Yes

No

Is the maximum tax-free cash required (normally 25% of the fund value)?

Yes

No

If not 25%, what percentage or value do you want to take?

%/£



We will normally pay any tax-free cash due. Your current provider can only pay tax-free cash to you if your existing plan is in drawdown or has been designated for drawdown.

5. About the transferring pension scheme(s) (continued)

Scheme Three

1. Name of the current provider.

Name

2. Address and telephone number of the current provider.

Address

Telephone number

3. Full name of the pension scheme.

4. Existing plan number.

5. Are the funds already in drawdown?

Yes

No

6. Is this a full or partial transfer?

Full

Partial

7. Approximate fund value to be paid to us.

£

8. Do you want to take a tax-free cash sum?

Yes

No

Is the maximum tax-free cash required (normally 25% of the fund value)?

Yes

No

If not 25%, what percentage or value do you want to take?

%/£



We will normally pay any tax-free cash due. Your current provider can only pay tax-free cash to you if your existing plan is in drawdown or has been designated for drawdown.

5. About the transferring pension scheme(s) (continued)

Scheme Four

1. Name of the current provider.

Name

2. Address and telephone number of the current provider.

Address

Telephone number

3. Full name of the pension scheme.

4. Existing plan number.

5. Are the funds already in drawdown?

Yes

No

6. Is this a full or partial transfer?

Full

Partial

7. Approximate fund value to be paid to us.

£

8. Do you want to take a tax-free cash sum?

Yes

No

Is the maximum tax-free cash required (normally 25% of the fund value)?

Yes

No

If not 25%, what percentage or value do you want to take?

%/£



We will normally pay any tax-free cash due. Your current provider can only pay tax-free cash to you if your existing plan is in drawdown or has been designated for drawdown.

6. Lump Sum Allowances



Understanding the rules around the Lump Sum Allowance and the Lump Sum and Death Benefit Allowance is important because if you provide incorrect or incomplete information you may become liable to a tax charge.

The Lump Sum Allowance covers:

- any tax-free lump sums taken before 6 April 2024
- any tax-free lump sums you have already taken since 6 April 2024
- the tax-free part of any UFPLS taken since 6 April 2024
- any tax-free cash that you are about to take.

The Lump Sum and Death Benefit Allowance covers the above items and also includes serious ill-health lump sums taken since 6 April 2024.

If you are unsure how to calculate the value of your benefits, please refer to your financial adviser/intermediary or current provider(s).

1. Are you about to take a tax-free cash sum that takes you over the current standard Lump Sum Allowance of £268,275?

Yes

No

2. Are you about to take a tax-free cash sum that takes you over the current standard Lump Sum and Death Benefit Allowance of £1,073,100?

Yes

No

3. If 'Yes' to either question, do you have any protection in place against the Lump Sum Allowance or Lump Sum and Death Benefit Allowance?

Yes

No

If 'Yes', please enclose a **copy** of your protection certificate with this application. We may require additional information from you at a later date.

Please do not send the original certificate to us.



If you have answered yes to either question 1 or 2 of this part of the application form and do not have any protections in place, please call us to discuss your options.

7. Declaration and member's agreement



Please remember that it is a serious offence to make false statements; the penalties are severe and could lead to prosecution.

A. Scheme membership

I agree to be bound by the Rules of the Scheme and the terms and conditions of the Cash-Out Retirement Plan. I acknowledge and agree that Legal & General has not provided and will not provide me with financial advice concerning the suitability of joining the Scheme.

I confirm that I have been provided with copies of the Terms and Conditions and Key Features Document for the Cash-Out Retirement Plan.

A1. Applies to all applicants (who on joining the Scheme become Scheme Members)

1. I confirm that:

- I do not currently intend, as a result of receiving a cash lump sum from this arrangement, to significantly increase contributions to one or more Registered Pension Schemes by an amount equal to more than 30% of my lump sum. (This is known as 'recycling' – please see section PTM133800 of HM Revenue & Customs' Pension Tax Manual online for more information.) If I do recycle my cash lump sum then I will inform Legal & General within 30 days as required by HMRC's regulations.

2. I confirm that:

- In this tax year I am resident in the UK or am a Crown servant or the husband, wife or registered civil partner of a Crown servant.
- The total contributions that I pay to all Registered Pension Schemes in the tax year to which I am entitled tax relief (under section 188 of the Finance Act 2004) will not exceed the higher of the basic amount of my relevant UK earnings in that tax year within the meaning of section 189 of the Finance Act 2004.
- The information I have given and declarations I have made in this application are, to the best of my knowledge and belief, correct and complete. I also agree this will form the basis of my application.

- I agree that my chosen quote and the information contained in this application will be used to determine the benefits paid and if any of the information is found to be incorrect my benefits may be adjusted accordingly.
- I agree to comply with the rules of the Scheme.
- I will give notice to Legal & General if an event occurs as a result of which I am no longer entitled to relief for my contributions pursuant to section 188 of the Finance Act 2004 and that the notice will be provided by the later of (i) 5 April in the tax year in which the event occurs; and (ii) the date which is 30 days after the occurrence of that event.
- I have read guidance from the Financial Conduct Authority or the Pensions Regulator on the risks and warning signs of pension scams before making this application.

A2. Applies to applicants who wish to transfer the value of benefits from another pension scheme

- ##### 1. Applies to the previous scheme trustee/administrator
- I authorise and instruct you to transfer funds from the plan(s) as listed in Part 5 directly to Legal & General, and to provide any instruction and/or discharge required by any relevant third party to do so. Where you have asked me to give you any original policy document(s) in return for the transfer of funds and I am unable to do so, I promise that I will be responsible for any losses and/or expenses which are the result, and which a reasonable person would consider to be the probable result, of any untrue, misleading or inaccurate information deliberately or carelessly given by me, or on my behalf, either in this form or with respect to benefits from the plan.
 - I authorise you to release all necessary information to Legal & General to enable the transfer of funds to Legal & General.

- I authorise you to obtain from and release to the financial adviser named in this application any additional information that may be required to enable the transfer of funds.
- If an employer is paying contributions to any of the plans as listed in Part 5 of this application, I authorise you to release to that employer any relevant information in connection with the transfer of funds from the relevant plan(s).
- Until this application is accepted and complete, Legal & General's responsibility is limited to the return of the total payment(s) to the previous scheme.
- When payment is made to Legal & General as instructed, this means I shall no longer be entitled to receive pension benefits from the whole of the plan(s) listed in Part 5 of this application where the whole of the plan(s) is transferring, or that part of the plan(s) represented by the payment(s) if only part of the plan(s) is transferring.

2. Applies to the previous scheme trustees/ administrator and Legal & General

- I confirm that I have provided only true and accurate information in applying for this transfer. I understand that my current provider and Legal & General cannot accept responsibility, and are not liable, for any losses resulting from untrue, incorrect or misleading information that I provide, or from any failure on my part to comply with any aspect of this application.

3. Applies to Legal & General

I understand that:

- I will be subject to the money purchase annual allowance (MPAA) from the date of my first flexi-access payment, or
- I am already subject to the MPAA.

I authorise and request Legal & General to contact the trustees or administrator of my previous scheme and to obtain on my behalf the necessary information concerning my pension benefits.

I authorise Legal & General to accept the transfer payment and understand that on receipt of the transfer payment, Legal & General will apply this sum to my Cash-Out Retirement Plan and that on acceptance of the transfer payment by Legal & General, the liability of the trustees or administrators of the previous scheme to provide benefits ceases.

I understand that the banking of the transfer payment by Legal & General does not constitute acceptance by Legal & General of the transfer payment. The transfer payment will only be accepted once Legal & General has received all the necessary information from the trustees or administrator of my previous scheme.

B. Marketing consent

Here at Legal & General we take your privacy seriously; this is why we never share your personal details with anyone else for their own marketing purposes. However, from time to time we would like to contact you with news, useful information and exclusive offers on our products and services. If you'd like to be kept up to date, please let us know how you would like to hear from us:

<input type="checkbox"/>	Post	<input type="checkbox"/>	Email	<input type="checkbox"/>	SMS
<input type="checkbox"/>	Telephone	<input type="checkbox"/>	Personalised online marketing*		

If now or at any time in the future you wish to withdraw your consent (including any consent that you may have previously given) please contact us as directed in our privacy policy.

*e.g. via our own systems such as My Account, social media platforms and third-party websites such as YouTube.

C. Data protection

Protecting your personal information is extremely important to us.

Please take the time to read our privacy policy, which you can find online at **legalandgeneral.com/privacy-policy**

If you are unable to access our privacy policy online, or if you would prefer a paper copy, please contact us.

By signing this application form you agree to the use of your personal information as set out in the privacy policy.

I agree to the terms set out above and the use of my information as described in the privacy policy.

D. Cancellation rights

You have 30 days from the date you receive our confirmation your policy has started to change your mind.

Please refer to your Key Features document for further information.

E. Adviser charge declaration

If I have asked Legal & General to arrange payments of an adviser charge, details of this charge will be shown in my quote.

By signing this application, I instruct Legal & General to:

- Deduct that adviser charge in accordance with my quote; and
- Pay it to my financial adviser's firm as shown in the 'Financial Adviser/Intermediary' section of this application.

Once the Cash-Out Retirement Plan has been set up and the cancellation period has passed, I cannot change or cancel the adviser charge. For more information on adviser charges, please read the section 'Will you make any payments to my financial adviser or intermediary?' in the Key Features.

I confirm that any adviser charge arranged on my behalf by Legal & General on the initial set up of this Plan:

- Is wholly connected to the purchase of this Cash-Out Retirement Plan; and
- Is appropriate to the advice and services my adviser provided in relation to this Cash-Out Retirement Plan purchase.

If this is not the case, then some, or all, of the adviser charge and any tax-free cash sum may become liable to tax charge, that I may be responsible for.

I agree to the terms set out in the 'Declaration and member's agreement' and the use of my information as described in the privacy policy.

Name

Signature

Today's date

D	D	M	M	Y	Y	Y	Y
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8. Financial adviser/intermediary section



This section should only be completed by your financial adviser if you are using one to apply for a Cash-Out Retirement Plan policy.

A. Basis of advice declaration

To meet the Financial Conduct Authority (FCA) regulatory reporting requirements, Legal & General must record whether advice was given to your client regarding the sale of this product.

Please tick the relevant box.

Yes

No

B. Adviser Declaration

The applicant is applying on their own behalf and not as a nominee, trustee or in a fiduciary capacity for any other person. I can confirm that any transfer is from a UK Registered Pension Scheme. Please process any transfer under the following details:

Full name of firm

Firm's telephone number

Firm's email address

FCA Firm reference number

Your Legal & General agency number

If the wrong number or no number is given, this will cause delays.
Please email agency.admin@landg.com or call **03709 005 010** if you don't know your Legal & General agency number.

Firm address

Firm postcode

C. DB to DC Transfers

Does this application relate to a Defined Benefit/Final Salary or GAR transfer into the Legal & General Retirement Pension Scheme for Immediate Vesting?

 Yes No

If 'Yes', Is the value of the gross transfer value greater than £30,000?

 Yes No

For Defined Benefit/Final Salary, GMP or GAR transfers valued at greater than £30,000, it is a regulatory requirement for full advice/a personal recommendation to be given by a financial adviser with the required permissions.

Was the advice for the customer to proceed with the transfer?

 Yes No

We will only accept the transfer if the advice/recommendation was for it to proceed.

What is your full name and title as the financial adviser/intermediary?

Mr/Mrs/Miss
/Ms/Other
Surname

First name(s)

Position

Today's date

Signature

Declaration

I confirm that to the best of my knowledge my answers are full and accurate.

As the agent who is submitting this application, if the product is a transfer to Legal & General Retirement Pension Scheme, I hereby instruct Legal & General to record this pension transfer under my firm's agency details as stated above.



As the financial adviser/intermediary it is your responsibility to forward the quote, Key Features document and Terms and Conditions booklet to your client. You must also provide your client with the appropriate risk warnings in accordance with FCA COBS 19.7.

Notes

Additional support and alternative formats

Please contact us if you have any special circumstances you'd like to tell us about as we may be able to provide some additional support.

You can also request this document in Braille, large print or audio.

Legal & General Assurance Society Limited.

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