Key Features HL Vantage Service

KEY FEATURES
ISA AND FUND & SHARE ACCOUNT

The Financial Conduct Authority is the independent financial services regulator. It asks us to give you this important information to help you to decide if our services are right for you. Please read this document carefully so that you understand what you are buying and keep it safe for future reference. To keep this document short we have not outlined every feature so please also read the terms and conditions for your chosen account before investing.

ITS AIMS

- The Vantage Stocks & Shares ISA allows you to make tax-efficient investments in unit trusts, OEICs, shares, investment trusts, gilts, corporate bonds and cash.
- The Vantage Junior ISA allows you to make tax-efficient investments in unit trusts, OEICs, shares, investment trusts, gilts, corporate bonds and cash on behalf of children.
- The Vantage Cash ISA allows you to save tax efficiently in cash.
- The Vantage Fund & Share Account allows you to invest in unit trusts, OEICs, shares, investment trusts, gilts, corporate bonds and cash.

The aims of each unit trust and OEIC are shown in the Fund Aims & Risks section of the Investment Times and on our website.

THE RISKS

- The value of your investment and the income from it can go up and down so you may get back less than you invest.
- What you receive when you sell your investment is not guaranteed; it depends on how your investments perform.
- Governments can change the way ISAs, SIPPs and other investments are taxed.
- Inflation will reduce the real value and therefore what you could buy with your investments in future.

The risks of each fund are different. The risks of each unit trust and OEIC are shown in the Fund Aims & Risks section of the Investment Times and on our website.

YOUR COMMITMENT

- The minimum initial investment in the Vantage Stocks & Shares ISA, the Cash ISA, Fund & Share Account and the Junior ISA is £500.
- The minimum investment per fund is £500 and the minimum top-up is £250. If the value of your investment falls below £500, we may ask you to sell it. Loyalty bonuses are not available on holdings worth less than £1,000.
- The minimum top-up for the Cash ISA is £250 (£50 online).
- There is no minimum length of investment. You can sell your investment at any time, but please remember that stock market investments are designed for the long term and are not suitable for money needed at short notice. No withdrawals are allowed from the Vantage Junior ISA until the account holder reaches age 18, except in the event of terminal illness or death.

YOUR QUESTIONS ANSWERED

What is the Vantage Service?

The Vantage Service allows you to invest directly or within the tax shelter of an ISA or a pension and hold all your investments under one roof. It offers you more control and less paperwork at a low cost.

How much can I invest in an ISA?

- This tax year (2013/14) you can invest up to £11,520 in a Stocks & Shares ISA, or up to £5,760 in a Cash ISA with the balance (up to £11,520) in a Stocks & Shares ISA.
- You can only invest in one Stocks & Shares ISA and one Cash ISA in each tax year (a tax year runs from 6th April to 5th April the following year).
- You can also transfer ISAs from previous tax years without affecting the amount you can invest in an ISA for this tax year.
- If you are transferring a Cash ISA to a Stocks & Shares ISA please remember that stock market investments can fall as well as rise, so your capital is not guaranteed, and once you have transferred to a Stocks & Shares ISA you cannot transfer back to a Cash ISA.

How much can I invest in the Fund & Share Account?

- There is no limit to the amount you can invest.

How much can I invest in a Junior ISA?

- This tax year (2013/14) up to £3,720 can be invested on behalf of each eligible child. This can be split as you choose between a Cash Junior ISA and a Stocks & Shares Junior ISA.
- Each child can only hold one Junior ISA of each type at any time.
- You can also transfer Junior ISAs from one provider to another without affecting the amount you can invest each tax year.

Which children are eligible for Junior ISAs?

- Children born on or after 3 January 2011.
- Children (aged under 18) born on or before 31 August 2002.
- Children born on or between 1 September 2002 and 2 January 2011 who didn't qualify for a Child Trust Fund.

How do I invest?

- To invest a lump sum in an ISA please return your application form to us with a cheque. With a debit card you can also invest via our website or by calling **0117 900 9000**.
- To transfer an ISA to the Vantage ISA please return an ISA transfer form to us.
- To invest a lump sum in a Fund & Share Account please return your application form to us with a cheque. You can also invest with a debit card via our website or over the phone.
- To transfer unit trusts or shares into the Fund & Share Account please return a Fund or Share Account transfer form and if you are transferring shares please include your share certificates.

Do you offer a regular savings plan?

- Yes, you can invest from £50 a month in the Vantage Stocks & Shares ISA, Cash ISA, Fund & Share Account and Vantage Junior ISA. The maximum investment will depend on the account you have chosen.
- There is no need to return a new regular savings application form each year. We will simply roll over your regular savings plan into the new tax year until you ask us not to.
- If you would like to amend the amount you are saving or the funds into which it is invested please inform us in writing by the 21st day of the previous month.

What charges will I pay?

- There are no set-up charges and the other charges will depend on the underlying investments you choose.

Cash

- There are no charges to hold cash.

Unit trusts and OEICs

- We make no charges to buy and sell unit trusts or OEICs and can discount the funds' initial charges by up to 5.5%.
- There are no charges to hold most funds within the Vantage ISA & Fund & Share Account. We can discount the funds' annual charges through annual loyalty bonuses of up to 0.5% a year.
- Where we do make an annual charge to hold funds we levy a platform fee of £1 or £2 per holding, per month, per account.
- For more details about savings and charges please see the Fund Savings and Charges section.
- The discounts and charges detailed for funds (unit trust and OEICs) apply to unit classes offered for new investment through Hargreaves Lansdown. If you are transferring funds and you hold any other unit classes, please contact us to check the discounts and charges.

Shares, gilts and corporate bonds

- The charges for buying, selling and holding shares, gilts and corporate bonds depend on whether you deal by telephone, in writing or online and the Vantage Account you choose.
- Within the Stocks & Shares ISA and Junior ISA the annual charge to hold shares, gilts and corporate bonds is 0.5% per year, restricted to a maximum of £45 a year per account.
- There are no annual charges to hold shares, gilts and corporate bonds in the Vantage Fund & Share Account.
- For more details about the charges see the Terms & Conditions.

How do I receive my initial savings and annual loyalty bonuses?

- In most cases the initial savings are used to reduce the price you pay for each unit and you will receive your saving in extra units.
- The annual loyalty bonus earned on the Vantage Fund & Share account is paid into your Loyalty Bonus Account which is held alongside your other accounts. From April 2013 all ISA loyalty bonuses will be paid directly into the ISA, rather than a separate Loyalty Bonus account as today.

Will I receive interest on the cash I hold?

- Yes, for our current interest rates please call our Helpdesk or visit our website.

Where is my cash held?

- Client money is held in a client bank account. Client bank accounts are designated as trust accounts and segregated from our own funds in accordance with the FCA's client money rules and guidance.
- Our policy for choosing banks is continually reviewed and the primary consideration is always security. Money held within the Vantage Stocks and Shares ISA, Junior ISA and

Fund & Share Account is currently spread across a number of banks. Money held in the Vantage Cash ISA is held solely with Lloyds TSB Bank plc.

Will I receive income?

- If you choose an investment which pays income you can choose to have the income paid out of your account. We will sweep up any income (or interest for the Cash ISA only) you have received and pay it directly into your bank account within the first 10 working days of each month.
- Alternatively, you can choose to have the income automatically reinvested within your account or held pending your instructions.
- Income generated by investments in a Junior ISA cannot be paid out to a bank account as no withdrawals are permitted.

Can I change the investments I hold within my Vantage account?

- Yes, you can switch between investments whenever you like.
- For more details please see Terms & Conditions.

Can I cancel my investment?

- You can cancel your initial investment within 14 days and withdraw from your Vantage account.
- If you cancel your initial investment and it has fallen in value you will not receive the amount you initially invested.
- For more details about withdrawing from your investment please see the Terms & Conditions.

How will I know how my investment is performing?

- We will send you a valuation every six months. You can also log in to your account via our secure website and follow your investments 24 hours a day, seven days a week.

What tax will I pay?

- Within Stocks & Shares ISAs and Junior ISAs there is no capital gains tax to pay on any gains and no further tax on the income. We can also reclaim the 20% tax deducted from the income paid by corporate bond funds.
- Interest on cash held in a Stocks & Shares ISA is, in effect, paid net.
- Within Junior ISAs you receive tax-free interest.
- Within Cash ISAs you receive tax-free interest.
- Within the Fund & Share Account your tax liability will be the same as if you held funds and shares in your own name.
- Loyalty bonuses in the Fund & Share Account are paid net of basic rate tax. We expect non-taxpayers will be able to reclaim the tax. Higher and additional rate tax payers will have further tax to pay via their tax return.
- Loyalty bonuses in the Vantage ISA are tax-free and paid gross.
- We will provide you with a schedule of income once a year to help you complete your tax return.

How do Fixed Rate Cash Offers work within my Vantage Cash ISA?

- As well as variable rates we will also offer Vantage Cash ISA clients access to fixed rate deals when possible. These typically offer higher interest rates but your money is not available until a fixed date in the future.

Current offers	Gross	AER	Days
1 Year (24/07/13 - 23/07/14)	1.2%	1.2%	365
2 Years (24/07/13 - 23/07/15)	1.5%	1.5%	730

- The minimum investment in each fixed rate offer is £50. If you choose a fixed rate your money will be held at the current variable rate until the start of the term, when it will be transferred to the fixed rate you have chosen. Each fixed term ends at midnight on the day shown above. On the next working day you will receive interest for the number of days shown. We will contact you in advance of the rollover with the new rate and outline your options. Please remember that no withdrawals are permitted from these fixed terms except on account closure, in which case all interest earned under that fixed offer will be forfeited.
  These fixed rates start on 24 July 2013, so we must have your instructions by 5pm 22 July 2013.
- We expect new fixed offers will be available periodically. If you would like to invest in a fixed rate offer we will need your instructions by the deadline we set for applications which is typically a few days before the fixed rate offer starts. If you apply for a fixed rate offer, and we receive your application or transfer proceeds after this deadline, your money will be held at our variable rate. If we have your email address we will email you each time a new fixed rate becomes available. Alternatively details will be available on our website or from our Helpdesk. Once available, you can move money you hold on our variable rate to a fixed rate via our website or by calling 0117 980 9950.
- If you have chosen the income option we shall pay the interest into your nominated bank account. If not, both your initial investment and the interest will automatically roll into the next fixed term unless you ask us to move it to the variable rate Cash ISA.

How do I close my account or withdraw cash and how much will I receive?

- To close your account please write to us. We cannot tell you at this stage what you will receive because that depends on factors such as how your investments perform. Withdrawals and cash settlements will be made by cheque, CHAPs or BACS. The fee for each CHAPS payment is £25. Withdrawal instructions can be placed over the internet, by telephone, or in writing. Withdrawals are not permitted from Junior ISAs until the account holder reaches age 18, except in the event of terminal illness or death.
- If you want to transfer your investments to another manager please contact them and ask them to arrange the transfer with us. There are no charges to transfer your holding as cash. If you transfer your holdings as stock the re-registration fee is £25 per holding.

What happens to my investments when I die?

- If you hold investments with us when you die your investments are not necessarily sold; we follow the instructions that your executors give us.

If I am not happy with the service I have received how do I complain?

- Please write to us at the address overleaf. We have a clear policy to ensure that we deal with complaints promptly and fairly. If you are not happy with our response you can also complain to the Financial Ombudsman Service.

Compensation arrangements

- Hargreaves Lansdown contributes to the Financial Services Compensation Scheme (FSCS), details of which are available from the FSCS or the Financial Conduct Authority.

FUND SPECIFIC KEY FEATURES FOR THE VANTAGE ISA, FUND & SHARE ACCOUNT AND SIPP

In addition to the product specific risks outlined in the first section, funds are affected by two other types of risk: general risks, which affect all funds, and specific risks which only affect certain funds.

General risks which can result in a fall in the value of funds

Economic factors such as changes in interest rates, inflation and supply and demand can affect all investments.

These investments should be held for the long term and so are not suitable for money that may be needed at short notice.

Some funds focus on providing an income and, where this income is not reinvested, this can reduce the prospects for capital growth and in some cases the capital value may fall.

Governments can change the way ISAs, SIPPs and other investments are taxed and the value of these tax shelters will depend on your own circumstances.
The value of funds which hold overseas investments will be affected by changes in exchange rates.

If a newly launched fund does not reach the assumed size, the charges and expenses may make up a higher proportion of the fund than initially estimated.

If a fund has a high cash exposure when markets are rising, the returns could be less than if the fund was fully invested.

Some Open Ended Investment Company funds (OEICs) are part of an umbrella structure. Although each fund is operated separately, with its own assets and liabilities, if the liabilities of one of the funds exceeded its assets, the other funds in the scheme may be required to transfer across assets to cover these liabilities.

In truly exceptional situations the manager may seek the permission of the FCA to suspend dealing. If this is granted you will not be able to sell your holding until the suspension is lifted.

Funds that invest in derivatives, capital shares, income shares or zero dividend preference shares (zeros) may carry higher risks and may suffer sharper falls than other funds because these types of investments do not rise and fall in the same way as other investments.

Where a fund invests in derivatives, it may also be exposed to the risk that the company issuing the derivative may not honour their obligations which could also lead to losses. In certain circumstances some of these instruments can be difficult to trade or value and this may also affect the price of the fund.

Risks which can result in a fall in the value of specific funds

Your chosen fund may also face additional risks and the key below explains these risks. For more details about the risks that currently apply to your chosen fund please see the tables in our Investment Times and on our website.
Please note that if your manager moves into different investment areas, your fund could face other investment risks; please see our website for details.

A - These funds take part or all of the annual management charges from capital rather than the income generated by the fund, increasing the potential for the capital value of your investment to be eroded.

B - Emerging markets are generally less well regulated than the UK and it can sometimes be difficult to buy and sell investments in these areas. There is also an increased chance of political and economic instability and so these funds carry higher risks than those investing in larger, more established markets.

C - These funds invest in a relatively small number of companies and so carry more risk than funds which are more diversified.

D - These funds invest in smaller companies, which are more volatile and sometimes more difficult to trade than larger companies.

E - These funds invest in high yield bonds, which carry a greater risk of default than investment grade corporate bonds. Economic conditions will also have a greater effect on their price.

F - Funds which invest in specific sectors may carry more risk than those diversified across a number of different sectors.

G - Funds which are permitted to use geared investments such as warrants, options and derivatives to magnify returns. Used in this manner they carry a higher degree of risk than other equity investments. It is possible that the fund may suffer sudden and large falls in value so that the short fall on cancellation, or the loss of the realisation on the investment at any time after the investor has bought the contract, could be very high and could even equal the amount invested, in which case you would get nothing back.

H - These funds invest in property. Valuations are made by independent agents and are based on subjective opinions. Buying and selling property is usually more expensive and more difficult than trading other types of assets. Therefore, in exceptional circumstances, dealing in property funds may be suspended and there may be a delay in selling your units.

I - The value of investments and the income you receive from them can fall as well as rise.
J - Stock market investments should be regarded as long term investments.

K - This fund is specifically aimed at sophisticated investors and is particularly high risk because it concentrates on an investment area that may be exposed to unusual political or economic risks. You should only invest if you are comfortable with the specific risks pertaining to this fund. If you are not familiar with these you should ask us for a copy of the provider's Key Features or simplified prospectus/Key Investor Information Document (KIID).

L - This fund makes charges that depend on the fund's performance. For full details please refer to the fund prospectus/Key Investor Information Document (KIID) which is available from Hargreaves Lansdown.

M - Funds which are permitted to use investments such as warrants, options and derivatives for what is known as Efficient Portfolio Management (EPM). They can be used to effectively take a position (or reduce an existing position) in a share or index, allowing positions to be altered more quickly and cost effectively than dealing directly in the underlying investment, but are not generally used to try and magnify returns. However, investors should be aware that the use of these instruments can, under certain circumstances, increase volatility and risk beyond that expected of a fund that only invests in conventional equities.

N - You are not normally entitled to compensation through the UK Financial Services Compensation Scheme for offshore funds.

Please contact us if you are unsure about any of these risks or you would like to see a copy of your fund's key features, which may offer more details about these risks.

FUND SAVINGS & CHARGES

How will charges and expenses affect my investment if I choose to buy unit trusts or OEICs?
Some funds, typically OEICs, are 'single-priced', with the same buying and selling price. HL's initial saving means that you buy at the single price on the day, plus any remaining initial charge.

Some funds, typically unit trusts, are 'dual-priced', with a spread between the selling (bid-) and buying (offer-) price. HL's initial saving will reduce the offer price and so you pay less for each unit. However there will still almost always be a small difference between the price you pay for each unit and the price that you could have sold that unit for on the same day. e.g. Full offer price: 105p | Offer price after HL saving: 100p | Bid price: 99p.

You can never know the price at which you will buy or sell in advance because dealing for both types of fund takes place on a forward-pricing basis. This means that all instructions to buy or sell are submitted to the fund manager and those deals are then placed at the next available valuation point at a price based on the value of the underlying holdings at that point.

If funds are experiencing unusually high levels of sales or purchases the managers of unit trusts may price the funds on what is known as a 'cancellation' basis or OEIC managers may introduce a 'dilution levy' or operate a 'swinging price'. This may affect the price you get and therefore the savings we can offer. For more details about charges and our discounts please see the 'Fund prices, Savings and Yields factsheet' available on our website or from our Helpdesk.

How much will Hargreaves Lansdown receive for arranging this investment?
Hargreaves Lansdown may receive commission from investment groups for arranging business and maintaining the Vantage Service. All or part of these commissions are used to help fund the initial savings, the annual loyalty bonuses we offer, the Vantage Service and benefits such as free fund dealing for clients. The commission receivable varies from one fund to another and may also vary over time. On some funds we may receive up to 6% initial commission when business is first arranged. As at 31 October 2012 on 95% of funds on the Vantage service we waive (discount) any initial commission in full for the benefit of our clients. On the remaining funds the average initial commission we retain across the Vantage service is 0.66%. On a typical investment of £3,000 this would be equivalent to £19.80. We may also receive commission of up to 1.5% out of the Annual Management Charge (AMC) of a fund. The average annual commission received by Hargreaves Lansdown on a commission-paying fund on the Vantage Service is 0.77%, of which an average 0.17% is returned to clients as a loyalty bonus, meaning the average net commission retained by Hargreaves Lansdown is 0.60%. For example, on an investment of £3,000, this would mean Hargreaves Lansdown would receive £23.10 per annum from the fund manager, pay a loyalty bonus of £5.10 per annum to the client, retaining £18.00 per annum as commission to fund the Vantage Service. If the investment doubles in value to £6,000, Hargreaves Lansdown would receive £46.20 per annum from the fund manager, pay a loyalty bonus of £10.20 per annum to the client, retaining £36.00 per annum as commission to fund the Vantage Service. If a fund is provided by Hargreaves Lansdown Fund Managers, the HL Group will also receive investment management fees.

The information shown here is correct at 20.06.2013 but will change over time.

VKF/04/13

CONTACT DETAILS

By Phone - You can call our Helpdesk on **0117 900 9000** (calls may be recorded and monitored)

By Post - You can write to us at **Hargreaves Lansdown, One College Square South, Anchor Road, Bristol, BS1 5HL**

Online - You can visit our website **www.hl.co.uk**

OTHER INFORMATION

Scheme particulars, annual and half-yearly reports, prospectuses/simplified prospectus and annual reports and accounts or other information can be obtained directly from Hargreaves Lansdown by contacting us.

These Key Features are governed by English law and we shall communicate with you in English. Hargreaves Lansdown Asset Management Limited is authorised and regulated by the Financial Conduct Authority.

KEY FEATURES VANTAGE SIPP

keyfacts®

The Financial Conduct Authority (the independent financial services regulator) requires us (Hargreaves Lansdown) to give you this important information to help you decide if our Vantage SIPP (Self Invested Personal Pension) is right for you. Read it carefully and keep it safe.

Please read the Vantage SIPP Terms & Conditions and the Key Features for any investments you choose first.

The Vantage SIPP is governed by a Trust Deed & Rules. A copy is online at www.hl.co.uk/sipp_apply.

Further information on pension schemes is on Her Majesty's Revenue & Customs' (HMRC) website.

A stakeholder pension may be lower cost and meet your needs as well. If the SIPP is an automatic enrolment scheme, the benefit of employer contributions is likely to outweigh that of potentially lower charges. Please contact us for information.

THE AIMS

- To offer you a tax-efficient, flexible way of saving for retirement.
- To give you a wide investment choice.

THE RISKS

- Your retirement income is not guaranteed.
- The fund value when you retire could be less than the total invested.
- Stock market investments fluctuate in value, as does income from them. Past performance is no guide to future returns.
- Inflation reduces the buying power of your fund.
- If you transfer from another pension the benefits may not be comparable.
- The rules, the value of tax benefits and government pension policy could change.
- A small personal pension may reduce your state benefits entitlement.

YOUR COMMITMENT

- The minimum one-off investment is £500 gross.
- The minimum investment per fund is £500 and the minimum top-up is £250. If the value of your investment falls below £500, we may ask you to sell it. Loyalty bonuses are not available on holdings worth less than £1,000.
- The money invested must stay in a pension, usually until at least age 55, and be used to provide retirement benefits.
- You must give us any information we need when starting the SIPP, paying benefits or claiming tax relief.

YOUR QUESTIONS ANSWERED

Am I eligible?

- Most people are. To contribute and claim tax relief, you should be under 75 and a relevant UK individual. You must live in the UK or EEA when you start the SIPP.

Am I a relevant UK individual?

- Yes if you:
  - Were a UK resident for tax purposes at some point during the current tax year, or
  - Have been a UK resident for tax purposes at some point in the previous five tax years and when you joined the pension, or
  - Have relevant UK earnings subject to income tax, or
  - You or your spouse/civil partner have general earnings from overseas Crown employment subject to UK tax.

What are relevant UK earnings?

- Normally your total taxable earnings from UK employment and/or self-employment, e.g. salary, bonuses and profit from self-employment, but not investment income. Contact your accountant if in doubt.

How much does it cost?

- See 'Tariff of Main Charges' in the Terms & Conditions.

How do I apply?

- By phone: call 0117 980 9897.
- Online: visit www.hl.co.uk.
- By post: a paper application is required to transfer existing pensions or for employer contributions.

How much can I pay in each year?

- In each tax year, a relevant UK individual under 75 can pay personal tax-relievable contributions (gross) of up to the greater of:
  - The basic amount (£3,600 for the current tax year)
  - 100% of your relevant UK earnings for that year.
- Personal contributions include third party payments, but not employer contributions.
- Total gross contributions must be within the annual allowance (see 'Contribution Checklist' overleaf).

Can my employer make payments to my SIPP?

- Yes, if you are employed.

How do I get tax relief?

- We claim basic rate tax relief from HMRC for you.
- Currently, for each £80 net you contribute, tax relief of £20 is added making a total of £100 gross.
- HMRC sends tax relief in 6 to 11 weeks.
- Higher or additional rate taxpayers can claim more tax relief via their tax return or local tax office.

What is the annual allowance?

- The annual limit (£50,000 in 2013/14) on contributions made to, or benefits accrued in, ALL your registered pension schemes by you, your employer or any third party.
- Contributions made to the Vantage SIPP count for the tax year in which they were made; other pensions may vary (see 'Contribution Checklist' overleaf).

What is the lifetime allowance?

- The limit (£1.5m in 2013/14) on the total value you can build up in pensions (see 'Contribution Checklist' overleaf).

Do you offer a regular savings option?

- You and/or your employer can invest from £50 (gross) per month into funds (not shares) by Direct Debit.

Where can I invest?

- Stocks and shares traded on the London Stock Exchange, Dow 30, NASDAQ 100, S&P 500 and European Top 300.
- Investment trusts.
- Unit trusts & Open Ended Investment Companies (OEICs).
- Exchange Traded Funds (ETFs).
- Other investments are available; check before applying.
- Unless your employer has selected a default fund, your SIPP will be held in cash until you provide investment instructions.
- Where possible, we will buy accumulation units in funds. Otherwise income will be held as cash. When you apply you can choose to automatically re-invest investment income when it reaches £50 per holding (funds) or £200 per holding (shares and other investments). Share dealing fees apply.

Where is my tax relief invested?

- If you make a contribution and give fund investment instructions at the same time, the associated tax relief will be invested in the same funds unless otherwise requested in writing. This will apply if you change how your contribution is invested before tax relief arrives.
- For other investments tax relief will be held as cash.

Can I change the investments in my Vantage SIPP?

- You can switch investments when you like.
- The minimum investment per fund is £500 and the minimum top up is £250 (see Terms & Conditions).

How are my investments taxed?

- Growth in the value of your SIPP is free from UK capital gains tax and UK income tax.
- Unused tax credits on UK dividends cannot be reclaimed.
- Interest on cash is paid gross.
- If you are subject to non-UK jurisdictions, such as the USA, ensure you are aware of any non-UK reporting or tax requirements.

Where is the loyalty bonus credited?

- The SIPP loyalty bonus is credited to the SIPP capital account.

How will I know how well my SIPP is performing?

- You can log in via our secure website and check your investments any time.
- You receive a valuation twice a year which details your investments and performance over the previous six months.
- Each year you receive a Statutory Money Purchase Illustration (SMPI) showing the current value of your fund and a retirement income projection.

Can I transfer in other pensions?

- Yes, if it is a registered pension scheme (see 'Transfer Checklist'). Normally no, if it is an overseas pension.
- The minimum transfer value is normally £5,000.

When can I take retirement benefits?

- Usually any time from age 55.
- If you do not select a retirement age when you apply, this will be set as 65, or 75 if you have reached 65. You can change this.
- You may be able to take retirement benefits early if:
  - You have medical evidence you cannot carry on your occupation.
  - You have a protected early retirement age.
- If you have a life expectancy of less than 12 months and have not taken benefits, you may be able to take all your SIPP as a lump sum.

What are my options when I choose to retire?

- Convert your SIPP into income by buying the annuity which best suits you from an insurance company.
- Draw an income directly from your fund through income drawdown.
- Take a tax-free lump sum (normally up to 25% of the value of your fund) in return for a smaller income.
- Take the whole fund as a lump sum if the value of all your registered pension schemes is under £18,000. 25% is paid tax-free, the balance is subject to income tax. This can be done only once and from age 60.
- Take the whole fund as a lump sum if the total value does not exceed £2,000. This can be done twice and you must be at least 60. 25% of the fund is paid tax free and the balance subject to income tax.
- Income from the SIPP or an annuity is subject to Pay As You Earn (PAYE) income tax.

How much will my pension be?

- It depends on several factors, including some or all of: the final value of your fund, interest rates at the time, age, health, life expectancy and the income type you choose.

Can I transfer my plan?

- You can transfer your plan to another registered pension scheme or Qualifying Recognised Overseas Pension Scheme that will accept it.

What happens if I die before I retire?

- If you die before 75 and before taking benefits from your SIPP, the total fund can normally be paid as a tax-free lump sum, usually free of inheritance tax.
- If you die after 75 and before taking benefits, the total fund can be paid as a lump sum, less 55% tax. This payment is usually free of inheritance tax.
- Or it can be used to provide a pension for your spouse, civil partner or other dependant, as indicated on your nomination form. This is not legally binding but alerts us to your wishes.

Can I change my mind?

- You can cancel the SIPP within the first 30 days by writing to us. We will return your funds to you.
- When you transfer pensions to the SIPP you can cancel each transfer separately in writing up to 30 days after you are told we have received the funds. If the transferring scheme does not accept these back, you may request a transfer to another provider.
- If your investments have fallen in value, you will not get back the full amount invested or transferred.
- If you have been enrolled, re-enrolled, opted in or joined your SIPP as an automatic enrolment scheme you will have been told how and by when you can opt out. This replaces the right to cancel above.
- If you opt out before the deadline the full value of your contributions will be repaid by your employer.

OTHER INFORMATION

How to contact us

Phone: 0117 980 9926 Email: sipp@hl.co.uk

Post: Hargreaves Lansdown Asset Management Limited, One College Square South, Anchor Road, Bristol, BS1 5HL

How to complain – Write to our Client Services Manager at the address above. Hargreaves Lansdown contributes to the Financial Services Compensation Scheme (FSCS), details are available from the FSCS or Financial Conduct Authority.

Law – These Key Features shall be governed by English Law and we will communicate with you in English.

IMPORTANT INVESTMENT NOTES

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Investments should normally be held for the long term as their value will fall as well as rise, so you could get back less than you invested. Unless stated otherwise, all yields are variable and neither capital nor income is guaranteed. If your employer offers a pension you should consider this first.

The government may change pension and tax rules. The earliest you can normally take pension benefits is age 55. Tax reliefs and state benefits mentioned are those currently applying. Their value depends on your circumstances.

This is published solely to help clients make their own investment decisions; it is not personal advice. If you are unsure of an investment's suitability, contact us for individual advice.

CONTRIBUTION CHECKLIST

Read this carefully if you have made, or are planning to make, large contributions to any of your pensions.

Most UK residents under 75 can contribute to a personal pension and benefit from tax relief. However there are restrictions of which you need to be aware:

- **Annual allowance:** It could affect you if total contributions (including employer contributions) across two consecutive tax years exceed £40,000 or you are a member of a final salary pension.

  Vantage SIPP contributions count towards the annual allowance for the tax year in which they were made. E.g. a contribution paid in the 2013/14 tax year will count towards the 2013/14 annual allowance of £50,000. Contributions to other pensions may count for the annual allowance in the following tax year. This may cause issues when switching pension schemes. The annual allowance is due to fall to £40,000 from the 2014/15 tax year. You should check with your provider towards which tax year's allowance your contributions count. Retirement benefits built up in a final salary pension are given a value that also counts towards the annual allowance. You should ask your provider what that value is.

  Any payments above the annual allowance may have a tax charge and cannot be refunded.
- **Carry forward:** You may be able to pay in more than the £50,000 annual allowance for this year by carrying forward unused annual allowance from previous tax years.
- **Lifetime allowance:** The current allowance is £1.5 million (£1.25 million from the 2014/15 tax year). This is the total you can accumulate in pensions. It is measured when retirement benefits are taken and at age 75. It takes into account all private and work pensions, including those from which you already take an income. There may be a significant tax charge on any excess. This could affect those with a pension income of over £50,000 a year.
- **Enhanced or fixed protection:** If you have applied to HMRC for enhanced or fixed protection against the lifetime allowance, further contributions will invalidate the protection. If you have joined, been enrolled, re-enrolled or opted in to your SIPP as an automatic enrolment scheme and do not opt out, this will invalidate the protection.
- **Recycling:** If you significantly increase pension contributions in the year of taking tax-free cash from a pension or in the two years before or after, this may be deemed as recycling of tax-free cash and subject to a punitive tax charge.

This is a brief summary of the main rules, therefore it cannot cover every nuance. We have annual allowance & carry forward, and lifetime allowance factsheets available. You should seek advice if you think you may be affected by these limits or don't understand them. If you have any questions please call our Pensions Helpdesk. They can also put you in touch with an adviser if needed.

TRANSFER CHECKLIST

Read this before transferring pensions.

You could enjoy many benefits when you transfer to the Vantage SIPP, but could also lose valuable features of your old pension(s).

The following factors commonly apply:

- 'Market Value Adjustments or Reductions' or transfer penalties are applied by some providers. These could cause a significant reduction to your pension fund.
- You could lose valuable guarantees on annuity rates, growth, bonuses, minimum retirement incomes, discretionary bonus rates or a potential demutualisation bonus.
- It is rarely a good idea to transfer a final salary pension, including a Guaranteed Minimum Pension (GMP), and 'Deferred Annuities' as they promise to pay a hard-to-beat retirement income. An Additional Voluntary Contribution (AVC) linked to a final salary scheme could give a higher pension and/or tax-free cash if not transferred. We normally insist you take advice to confirm it is in your interests to transfer such pensions.
- Most pension transfers are made as cash. While your pension is in cash you will not make investment losses or gains. This may not work in your favour.
- You could lose benefits such as life insurance or waiver of premium insurance.
- If you are approaching retirement you must give extra consideration to these factors as you will have less time to make up for any losses.

The following only affect a minority of investors:

- If you are transferring or switching from a pension with a Pension Input Period (PIP) not in line with the tax year, that PIP will still apply to any contributions you have already made. This may restrict your ability to contribute to your new pension. This is only likely to apply if total contributions are over £40,000 over a two-year period or you have been a member of a final salary scheme.

In some cases you could also lose:

- Employer contributions or other benefits if transferring a work pension.
- A tax-free cash rate higher than the usual 25%, if transferring some occupational pensions, or pensions that have received a transfer from them.
- The ability to retire before age 55.
- Enhanced or fixed protection against the lifetime allowance (this is rare).
- Gender-specific annuity rates within some occupational pensions, which could benefit males.

We do not check what benefits you would lose or penalties you would incur. It is your responsibility to ensure a transfer is right for you. There is no guarantee any funds you choose will perform better than those transferred. If you are at all unsure a transfer is right for you, or you are transferring a final salary pension, AVC linked to a final salary pension, GMP or a Deferred Annuity, please contact us for advice before proceeding.

This is based on our understanding of current legislation and proposed changes and is correct as at 22 April 2013 but the government can and do change the rules.

THESE ARE EXAMPLES TO SHOW THE EFFECTS OF CHARGES, TIME AND PERFORMANCE ON RETURNS. IN REALITY YOU COULD GET MORE OR LESS AND YOUR CIRCUMSTANCES WILL DIFFER.

Years to retirement		MONTHLY SAVINGS			SINGLE PAYMENT		
		£50	£100	£300	£10,000	£25,000	£50,000
5 Years	Value	2,890	5,790	17,300	10,400	26,200	52,400
	Income	89	178	536	323	808	1,610
10 Years	Value	5,590	11,100	33,500	10,900	27,400	54,800
	Income	169	338	1,010	331	829	1,650
15 Years	Value	8,120	16,200	48,700	11,400	28,700	57,400
	Income	241	482	1140	341	853	1,700
20 Years	Value	10,500	21,000	63,000	12,000	30,000	60,100
	Income	307	614	1,840	351	879	1,750
25 Years	Value	12,700	25,500	76,500	12,500	31,400	62,800
	Income	369	738	2,210	364	910	1,820
30 Years	Value	14,900	29,800	89,400	13,100	32,900	65,800
	Income	428	856	2,560	378	945	1,890
35 Years	Value	16,900	33,900	101,000	13,700	34,400	68,800
	Income	485	971	2,910	393	984	1,960
40 Years	Value	19,000	38,000	114,000	14,400	36,000	72,000
	Income	541	1,080	3,250	411	1,020	2,050

ILLUSTRATION: WHAT MIGHT I GET BACK FROM MY SIPP?

The table on the left shows what your SIPP value and income might be for a range of gross/employer contributions and years to retirement. **Assumptions:** 5% annual growth, 1.5% charges and retirement at 65. Amounts are in real terms, assuming 2.5% annual inflation. Actual rates of return and charges will depend on your investments and their performance and may be better or worse than shown. The annual income is a single life, level annuity, paid monthly in advance, no guarantee and no tax-free cash.

The table below shows the effect of charges on your SIPP assuming £300 monthly savings.

Years to retirement	Total paid in to date	Before charges are taken	After all charges are taken from this SIPP
1	3,600	3,690	3,660
3	10,000	10,700	10,400
5	15,800	17,900	17,200
20	43,300	73,500	62,000

Charges reduce the yearly growth rate from 5% to 3.4%, before inflation.

INTEREST RATES:

The interest rate you receive is determined by the cash balance on your account and how that cash is held. We offer a variable rate and higher fixed rates, when available, for longer term cash holdings. Current interest rates are available on our website www.hl.co.uk/rates or from our Helpdesk. We do not charge for cash holdings or cash transactions and instead retain some of the interest received. The interest retained depends on the size of your cash balance and whether you choose the variable or fixed rate, and, based on the 12 months to 31 December 2012, ranged between 0.47% and 2.35%. The interest retained in future may be less or more than this amount.

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