

APPLICATION: TAKING A SMALL LUMP SUM FROM THE HL SIPP

**HARGREAVES
LANDSOWN**

Use this form to withdraw a small lump sum worth £10,000 or less from your SIPP by creating a separate arrangement for payment. If you have any questions call us on ☎ **0117 980 9926**, visit www.hl.co.uk or email ✉ sipp@hl.co.uk

SLS0325

Section A Understanding my circumstances

You may want to consider getting financial advice or guidance. It's important that you understand the risks and options available before you start taking money from your pension.

You can get free and impartial guidance from Pension Wise, the government's pension guidance service to help you make an informed decision about your retirement and the options available. We can book an appointment for you with one of their independent Pension Specialists, or for more information about their service you can visit www.moneyhelper.org.uk/nudge-public or call their team on **0800 100 166**.

Q1. Do you want guidance from Pension Wise?

☐ **Yes** – Please contact me to book an appointment ☐ **Yes** – I'll book my own appointment ☐ **No** – I'm happy to proceed without Pension Wise guidance

If you would like to receive guidance from Pension Wise and/or seek additional financial advice, you should not proceed with this application until after your appointment /after you've received advice.

☐ If you chose to book an appointment yourself, and you have since done this and received guidance, tick this box.

If you have selected No, why have you decided to not take guidance from Pension Wise?

☐ I've already received regulated financial advice ☐ I've already received guidance from Pension Wise ☐ I've decided I don't want to speak to Pension Wise

Things like the value of your pension, a change in how much income you need, or current market conditions can significantly affect your pension. This may change how you consider the guidance you're given and assess which option is right for you.

If you're unsure, it could be valuable to get financial guidance from Pension Wise again

Q2. Have you received personal advice from a regulated financial adviser?

☐ **Yes** – I've received personal advice ☐ **No**

Section B Risk questions for taking a small lump sum

If you answer No to any of the below questions, we'll need to provide you with the associated risk warning/s to consider. We'll require you to confirm you're happy to proceed before we're able to process your small lump sum payment.

1. Are you happy to take responsibility for your retirement income and investments and will you review these regularly?

☐ Yes ☐ No

2. Do you understand you are reducing your future pension income by taking a small lump sum payment?

☐ Yes ☐ No

3. Are you aware a small lump sum payment cannot be reversed once paid, if you change your mind?

☐ Yes ☐ No

4. Do you understand the tax treatment of taking a lump sum?

☐ Yes ☐ No

5. It's important you make an informed choice when it comes to accessing your pension. You could find yourself choosing a retirement option that isn't right for you or a provider who doesn't meet your needs. Do you understand this risk, and are you happy that you've shopped around to compare your retirement options and the services available from different providers?

☐ Yes ☐ No

6. Charges will reduce your retirement income and/or value of investments. Do you understand this risk, and are you happy that you have considered how charges might affect your drawdown plan as well as those of any other options you're considering?

☐ Yes ☐ No

7. Retirement might last 30 years or more and it is important to consider the effects of inflation on the value of your income. Do you understand this risk, and are you happy that you've considered the effects of inflation (i.e. rising prices) on your plans?

☐ Yes ☐ No

8. Do you understand that by taking this small lump sum, it may result in the loss of enhanced or fixed protection against the lifetime allowance?

☐ Yes ☐ No

9. Withdrawing money from your pension may reduce any means-tested benefits you receive. Do you understand this risk, and are you happy to continue knowing the effect this could have on your current and future finances?

☐ Yes ☐ No

10. Any money in a pension may be protected from your creditors if you're in debt (e.g. loans, mortgages, credit cards) and they take action against you. This protection could be lost once you withdraw money from your pension. Do you understand this risk, and are you happy knowing the effect this could have on your current and future finances?

☐ Yes ☐ No

11. Investment scams exist which target people who've withdrawn, or plan to withdraw, money from their pension. If you fall victim to these scams you could lose most or all of your money, with no compensation available. Do you understand this risk, and are you confident that you know what to look out for?

☐ Yes ☐ No

PLEASE MAKE SURE YOU'VE COMPLETED SECTION A AND READ SECTION B ON PAGE 1

Is there anything else I need to know before applying?

- You usually need to be aged 55+.
- You can receive no more than three payments of this type from personal pensions.
- You'll need to make sure you have enough cash in your SIPP to cover your payment. If there isn't enough cash available to make your requested payment, we will sell your investments starting with your largest holding by value until there is sufficient cash available to cover the payment.
- If your lump sum is taken from uncrystallised funds, 25% will be tax free and the remainder subject to income tax. If your lump sum is being taken from funds in drawdown, the whole lump sum will be subject to income tax
- Should the value of the arrangement from which you wish to take a payment exceed £10,000, no payment will be made.

Do I need to send anything else in with my application?

Proof of age – if you've already sent us your ID you can ignore this step. We'll need to see a clear copy of one of the below:

- ✓ Valid passport
- ✓ Driving licence
- ✓ Birth certificate (and marriage certificate if your name has changed)
- If you have answered No to any of the risk questions, Hargreaves Lansdown will contact you to confirm your understanding. No payment will be made until we have had confirmation you understand and are happy to continue.

Where can I find more information?

If you have any questions our pensions experts are here to help. You can contact them on **0117 980 9926** or by emailing **sipp@hl.co.uk**.

Don't want to hear from us?

If you don't want to receive emails from us, just send us an email or write to us to let us know.

Return your form to our simple freepost address (no stamp needed):

Freepost HARGREAVES LANSDOWN

1. Your details

Title (Mr, Mrs, etc):	First name(s):	Surname:
Postcode:	Date of birth: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Nationality:
National Insurance No. <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Tick here if you have no NI No. <input type="checkbox"/>	Main tel. no: <input type="text"/>
HL client number <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Email address: <input type="text"/>	

2. Confirm your lump sum

Amount to be paid as lump sum (Must be £10,000 or less) £ (gross)

By taking this small lump sum, you authorise Hargreaves Lansdown to create a separate arrangement in order to make this payment. If this payment is being made from uncrystallised funds and you hold enhanced or fixed protection, this may result in the loss of that protection.

☐ Please tick to confirm

3. Your payment – where would you like us to pay your lump sum?

This must be a bank account held either solely or jointly in your name

Name of account holder:	Branch sort code: <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/>
Account number: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Roll number (for building society accounts): <input type="text"/>
Name of bank or building society: <input type="text"/>	

4. Declaration and signature – please sign below

- I confirm I have read and understood the risk questions at the start of this application form, and I am happy to proceed with this application.
- I request that Hargreaves Lansdown make a small lump sum payment in full and final settlement of all the benefits to which I may be entitled under the arrangement from which the payment is made.
- I confirm I have not previously received more than two other small lump sum pension payments from any personal pension scheme.
- I understand if I don't have enough cash available in my SIPP my investments will be sold upon receipt of my application, starting with my largest holding by value until my requested payment amount has been reached, and that normal postal/telephone dealing charges will apply.
- I understand no payment over £10,000 can be made using this application form. If my investments are worth more than £10,000 and I haven't confirmed the value of my requested payment, or I hold more than one eligible arrangement, I understand Hargreaves

Lansdown will contact me for instructions on how to proceed.

- I confirm I have sufficient relevant UK earnings to support the value of any tax relivable contributions made to my SIPP. I understand Hargreaves Lansdown will pursue me for the value of any basic rate tax relief which later needs to be repaid to HM Revenue & Customs due to me having insufficient earnings.
- I understand the payment will be subject to income tax.
- I understand that if as a result of the small lump sum payment this will leave no further uncrystallised funds in my SIPP, any regular saving instruction linked to my individual SIPP account will be cancelled before the payment is made. If I am a Group SIPP client I understand that I will need to contact my employer directly to cease any contributions and that no lump sum will be made until any outstanding payments have been received by HL.
- I declare that the information I have provided is to the best of my knowledge true and complete.

- I understand that the funds requested to be paid will be allocated to a separate arrangement and that this may result in the loss of enhanced or fixed protection, if applied for after 14 March 2023.
- I understand that if I fail to provide complete information, the payment may be deemed an 'unauthorised payment'. This will lead to a tax charge that could be as much as 70% of my fund.
- I understand if the payment is subsequently discovered to be unauthorised, Hargreaves Lansdown will pursue me for reimbursement of any tax charge levied on Hargreaves Lansdown plus any costs they may incur in doing so.
- I have enclosed appropriate evidence of age to support my application as requested above.

False Statements – it is a serious offence to make false statements; the penalties are severe and could lead to prosecution.

Please sign here

X

SIGNATURE

Date:

PLEASE MAKE SURE YOU'VE COMPLETED SECTION A AND READ SECTION B ON PAGE 1