Cash-Out Retirement Plan
Application form

Please return your application form to us in one of two ways:

Email: annuities@landg.com

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

This application form is for an L&G Cash-Out Retirement Plan.

You can only apply once you have received a guaranteed quote. You can't apply with a verbal or indicative quote (an indicative quote has the reference 'IND' at the start).

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

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

To secure the rate used in your quote, we must receive your fully completed application and the money from your pension pot(s) by the dates confirmed in your quote. Please see your quote for more information.

The personal information we've collected from you will be shared with fraud prevention agencies who will use it 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

Important information

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 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.

Application form checklist

This checklist will help make sure we've got all the information we need and prevent any delays in processing your application form and you receiving your payments.

☐ **Section 1: About you and your plan**
All customers to complete.

☐ **Section 2: About your spouse, registered civil partner or dependant**
Only complete if you have chosen an income for your dependant.

☐ **Section 3: Payment details**
All customers to complete.

☐ **Section 4: Guaranteed minimum payment period**
Only complete if your plan contains a guaranteed minimum payment period.

☐ **Section 5: About the transferring pension scheme(s)**
All customers to complete – this section needs to be completed even if the money is coming from an L&G pension or from one of our business partners.

☐ **Section 6: Lump Sum Allowances**
All customers to complete.

☐ **Section 7: Declaration**
All customers to complete.

☐ **Section 8: Financial adviser / intermediary**
Financial advisers only complete this section. This section needs to be completed by advisers even when advice has not been provided.

1. About you and your plan

Please complete this section in full.

1. What is your full name and title?

Title (Mr / Mrs / Ms / Miss / 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 Widowed Separated Divorced / Dissolved Cohabiting

5. What is your current permanent residential address including postcode and telephone number? Please check that you have filled in your postcode as this is essential for processing the application.

Address

Postcode

Home phone

Mobile phone

6. What is your email address?

7. What is your National Insurance number?

You must provide a valid National Insurance number. Your National Insurance number is made up of two letters, six numbers and a final letter. For example, QQ 123456 B.

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).

If your plan includes a guaranteed minimum payment period, and you would like this person to receive any continuing payments that may be payable from it, please enter their details again in the 'Guaranteed minimum payment period' section on page 6.

1. What is their full name and title?

Title (Mr / Mrs / Ms / Miss / 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

☐ Widowed ☐ Separated ☐ Divorced / Dissolved

☐ 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 complete this section in full.

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 of your bank or building society?

2. What is the bank or building society sort code? _ _ – _ _ – _ _

3. What is the bank or building society account number?

4. What name is your account in?

You must be either the sole or joint account holder.

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

4. Guaranteed minimum payment period

Only complete this section if your plan contains a 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.

Your beneficiary will be chosen by us, but we'll always take into account any nomination you make.
When we decide who to pay, after you die, we'll act on the basis that you've agreed to a wider nomination of anyone we choose. This wider nomination gives us more flexibility in who we pay. This is especially helpful if your specific nomination becomes outdated.

Nomination one

1. What is their full name and title?

Title (Mr / Mrs / Ms / Miss / Other)

Surname

First name(s)

2. What is their address, including postcode?

Postcode

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?

Nomination two

1. What is their full name and title?

Title (Mr / Mrs / Ms / Miss / Other)

Surname

First name(s)

2. What is their address, including postcode?

Postcode

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?

Nomination three

1. What is their full name and title?

Title (Mr / Mrs / Ms / Miss / Other)

Surname

First name(s)

2. What is their address, including postcode?

Postcode

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?

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 L&G 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

2. Current provider's address, including postcode

Postcode

3. Current provider's telephone number

4. Full name of the pension scheme

5. Existing plan number

6. Are the funds already in drawdown? Yes No

If Yes, did your plan go into drawdown before 6 April 2024? Yes No

Please note: you can't combine funds that are in drawdown with another pension pot to buy a Cash-Out Retirement Plan. Funds that aren't in drawdown can be combined. A separate quote and application will be needed for each individual drawdown fund.

7. Is this a full or partial transfer? Full Partial

8. Approximate fund value to be paid to us. £

9. Do you want to take a tax-free cash sum? Yes No

If Yes, 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? % / £

Scheme two

1. Name of the current provider

2. Current provider's address, including postcode

Postcode

3. Current provider's telephone number

4. Full name of the pension scheme

5. Existing plan number

6. Are the funds already in drawdown? Yes No

If Yes, did your plan go into drawdown before 6 April 2024? Yes No

Please note: you can't combine funds that are in drawdown with another pension pot to buy a Cash-Out Retirement Plan. Funds that aren't in drawdown can be combined. A separate quote and application will be needed for each individual drawdown fund.

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8. Approximate fund value to be paid to us. £

9. Do you want to take a tax-free cash sum? Yes No

If Yes, 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? % / £

Scheme three

1. Name of the current provider

2. Current provider's address, including postcode

Postcode

3. Current provider's telephone number

4. Full name of the pension scheme

5. Existing plan number

6. Are the funds already in drawdown? Yes No

If Yes, did your plan go into drawdown before 6 April 2024? Yes No

Please note: you can't combine funds that are in drawdown with another pension pot to buy a Cash-Out Retirement Plan. Funds that aren't in drawdown can be combined. A separate quote and application will be needed for each individual drawdown fund.

7. Is this a full or partial transfer? Full Partial

8. Approximate fund value to be paid to us. £

9. Do you want to take a tax-free cash sum? Yes No

If Yes, 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? % / £

Scheme four

1. Name of the current provider

2. Current provider's address, including postcode

Postcode

3. Current provider's telephone number

4. Full name of the pension scheme

5. Existing plan number

6. Are the funds already in drawdown? ☐ Yes ☐ No

If Yes, did your plan go into drawdown before 6 April 2024? ☐ Yes ☐ No

Please note: you can't combine funds that are in drawdown with another pension pot to buy a Cash-Out Retirement Plan. Funds that aren't in drawdown can be combined. A separate quote and application will be needed for each individual drawdown fund.

7. Is this a full or partial transfer? ☐ Full ☐ Partial

8. Approximate fund value to be paid to us. £

9. Do you want to take a tax-free cash sum? ☐ Yes ☐ No

If Yes, 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? % / £

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 uncrystallised funds pension lump sum (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 above, 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 above 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.

To my current provider(s) and L&G:

I apply to become a member of the L&G Retirement Pension Scheme (the 'Scheme').

I agree to be bound by the Rules of the Scheme and the terms and conditions of the Cash-Out Retirement Plan.

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

I authorise L&G, my current provider and any financial adviser / intermediary named in this application to obtain from each other, and release to each other, any information that may be required to enable the transfer of sums and assets to L&G.

I accept that in order to comply with regulatory obligations, L&G and my current provider(s) named in this application may need to verify my identity and residential address and may use credit reference agency searches and ask for my documents to verify my identity and address.

I agree that my chosen quote and the information contained in this application, will be used to determine the benefits to be paid and if any of the information is found to be incorrect my benefits may be adjusted accordingly.

I authorise and instruct my current provider to transfer the sums and assets from the plan / arrangement(s) I have detailed directly to the L&G Retirement Pension Scheme, and to provide any instruction and / or discharge required by any relevant third party to do so.

Until this application is accepted and complete, L&G's responsibility is limited to the return of the total payment(s) to my current provider(s).

When payment is made to L&G as instructed, this means I shall no longer be entitled to receive pension benefits from the whole of the plan(s) listed in 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.

I confirm that I have not received financial advice from L&G about purchasing my Cash-Out Retirement Plan.

If I've asked L&G to arrange payment of an adviser charge, details of this charge will be shown in my quote. By signing this form, I instruct L&G to:

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

Once the Cash-Out Retirement Plan has been set up and the cancellation period has expired, I cannot change or cancel the adviser charge.

I confirm that any adviser charge paid on my behalf by L&G on the initial set-up of this plan:

- Is wholly connected to the purchase of this Cash-Out Retirement Plan.
- Is appropriate to the advice and services my adviser provided me 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 a tax charge, which I may be responsible for.

I confirm that I have provided only true and accurate information in applying for this transfer. I understand that L&G and my current provider 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.

Where I have chosen to take tax-free cash, I have not made, and do not intend to make, either directly, indirectly or by someone making contributions on my behalf, a significant increase in my total contributions to any registered pension scheme.

A significant increase is where the total tax-free cash you receive in the 12-month period ending on the day the tax-free cash from this plan is paid exceeds £7,500, and more than 30% of the total tax-free cash is used to make contributions to one or more registered pension schemes which exceed the expected level of contributions. This includes any contributions you pay directly or indirectly, paid by someone on your behalf such as your employer, or which you may have paid in anticipation of receiving the tax-free cash.

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

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.

I understand that the first flexi-access payment I receive from my Cash-Out Retirement Plan will trigger the Money Purchase Annual Allowance (MPAA) if I'm not already subject to it.

If I have been contracted out under my current plan / arrangement(s), then I agree to L&G calculating the part of the transfer payment to be treated as relating to contracted out benefits, if this information is not provided.

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.

Marketing consent

Here at L&G 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:

- [ ] Post
- [ ] Email
- [ ] SMS
- [ ] Phone
- [ ] 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 notice.

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

Data protection

Protecting your personal information is extremely important to us. Please take the time to read our privacy notice, which you can find online at **legalandgeneral.com/privacy-notice**

If you are unable to access our privacy notice 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 notice.

To be completed in all cases.

I confirm that I have read the Key Features document, the Terms and Conditions of the Cash-Out Retirement Plan and my Quotation. By entering my name in the signature box below and submitting this application form to L&G, I confirm the following:

1. All the information given in this application form is true and complete to the best of my knowledge.

2. I have read and understood the Declaration and agree to its terms.

3. I agree to be bound by the Terms and Conditions of the Cash-Out Retirement Plan.

4. I agree to the use of my information as set out in the privacy notice.

Full name	
Signature You can type your name or sign by hand	
Today's date (DD/MM/YYYY)	/ /

8. For financial advisers / intermediaries

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

Did your client receive advice regarding the sale of this product? ☐ Yes ☐ No

B. General

Is this a transfer from a UK pension scheme? ☐ Yes ☐ No

Is the applicant applying on their own behalf and not as a nominee, trustee, or in a fiduciary capacity for another person? ☐ Yes ☐ No

C. DB to DC Transfers

Does this application relate to a Defined Benefit / Final Salary or GMP transfer into the L&G 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 or GMP 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.

D. Adviser details

Firm name	
Firm telephone number	
Firm email address	
FCA firm reference number	
Your L&G agency number	☐☐☐☐☐☐☐
	Providing an incorrect agency number or omitting your agency number will cause a delay in processing the application. Please email agency.admin@landg.com or call **03709 005 010** if you don't know your agency number.
Firm address including postcode	
	Postcode ☐☐☐☐☐☐☐

Adviser declaration

I confirm that by completing my details and entering my name in the signature box below:

1. All the information given by me in this application form is true and complete to the best of my knowledge.
2. As the agent submitting this application, if the product is a transfer to the L&G Retirement Pension Scheme, I instruct L&G to record this pension transfer under my firm's agency details as stated in Section D.

Full name and title of financial intermediary

Mr / Mrs / Ms / Miss / Other	
Surname	
First name(s)	
Position	

Signature
You can type your name or sign by hand

Today's date (DD/MM/YYYY) _ _ / _ _ / _ _ _ _

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.

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