



Adviser charges payment instruction

In this form, Aegon means Cofunds Limited.

Use this form to:

- pay an ad-hoc adviser charge;
- amend an existing ongoing adviser charge, or
- pay an ongoing adviser charge or service charge

from your client's General Investment Account (GIA) held by a pension scheme. If you wish to apply an adviser charge to more than one product you must complete a separate form for each product.

Please complete this form in BLOCK CAPITALS and ballpoint pen and return it to: Aegon Cofunds Administration, PO Box 17491, Edinburgh, EH12 1PB.

1. Client details

Customer number

3									
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Designation (if applicable)

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Scheme number (if applicable)

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2. Ad-hoc charge

This section allows you to take an ad-hoc adviser charge. We'll automatically sell some of the client's other assets to cover this charge if there's insufficient cash in the product cash facility.

Fixed amount

£

Is Value Added Tax applicable?

Yes

No

Product number

8									
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3. Ongoing charge

This section allows you to choose an existing ongoing charge model, or select a percentage or monetary amount for your client.

This will replace any existing ongoing charges instruction for this product. Ongoing charges are applied at a product level and paid from the relevant product cash facility. We'll automatically sell some of the customer's other assets to cover this charge if there's insufficient cash in the product cash facility.

Ongoing charge details

Product number

8							
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3.1 This section allows you to choose an existing ongoing charge that has already been set up within your company, if you want to set up a new charge model please complete the charge set up form.

Model name

Charge type

Ongoing adviser charge

Service charge

Model type, please tick one option

Flat rate

Tiered rate

Fixed amount

3.2 This section allows you to choose a percentage or monetary amount as an ongoing adviser charge. This option does not apply for service charges.

Flat rate %

This is a flat percentage that will be applied and taken monthly.

Fixed amount £

This is a flat monetary charge where the same amount is charged and taken monthly.

Is Value Added Tax applicable?

Yes

No

Please apply this ongoing charge to all of the client's products listed below.

Product number

8							
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Product number

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Product number

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4. Declaration

Intermediary name

Firm name

Financial Conduct Authority (FCA) number

Firm address

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
Postcode

In this declaration 'I', 'my' and 'me' refers the Intermediary named in above.

'Charge(s)' refer to ongoing adviser charge(s), ad-hoc adviser charge or service charge, as applicable to my request.

I instruct Aegon to deduct the amount of Charge(s) as set out in this request from my client's product and to facilitate the onward payment of the amount(s) deducted to me and I instruct Aegon to facilitate the payment of the Charge(s) in accordance with this request for my client's product, the Aegon Platform terms and conditions and the Aegon Platform terms of business, and confirm that the instruction and the terms of this declaration, are being agreed to on behalf of my client.

We acknowledge that Aegon, in performing this role, will be acting as our agent for the sole purpose of transferring to us the amount equal to the adviser charge that has been deducted from the product.

I declare that I have received a written agreement from my client that authorises me to instruct Aegon to deduct the Charge(s) from the product. I will provide Aegon with a copy of that instruction immediately upon Aegon's request to do so.

I am aware that, where the amount of Charge(s) replaces any existing Charge(s), Aegon will cancel the existing amount and deduct the new amount of Charge(s) as set out in this request from my client's product and will facilitate the onward payment of the new amounts deducted to me.

We agree that any disputes about the amount of adviser charge(s) deducted from the customer's product numbered in section 3.1 are a matter between us and the customer.

Date

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Intermediary signature

X

