

Completing the document on screen?

IMPORTANT: First save it to your desktop. Then open it in **Adobe Acrobat** before filling it in. This ensures the information is saved correctly.



Online completion notes

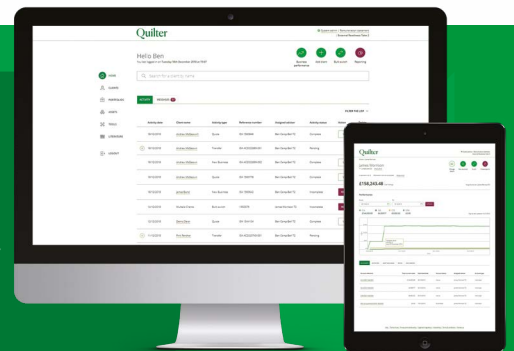
Expression of Wish

- Collective Retirement Account (CRA)

For financial adviser use only

This document is for you to capture your client's 'expression of wish' details for submitting online. It can be signed by your client, if required, and kept in your records.

Do not send it to us; if received, we will assume that the information has been submitted online and take no further action.



3 simple steps:



1. Gather the details from your client



2. Complete these notes (either write or type in the boxes)

Editable fields allow you to input information into this document electronically. The document can then be saved and stored so that you can come back to it if you wish. You can reset the editable data fields by clicking the reset button at the end.



3. Submit the details online

- Select the client's account
- Then 'Pension details'
- Select 'edit' and scroll down to 'Beneficiaries' to enter/update the Expression of Wish details.
- Alternatively, your clients can complete this information online themselves, via the Quilter app or online Customer Centre.



1. Client details

Client's name

CRA number(s)

A C -

A C -

A C -

A C -



2. Beneficiaries' details



- In the event of the client's death, we would pay any death benefit as a lump sum and/or as income, subject to prevailing pension rules and the Terms and Conditions of the pension.
- We will choose the beneficiary(ies) (from all potential beneficiaries) at our absolute discretion. However, we will take into account the client's wishes.
- Details of the options applicable to beneficiaries are provided in the Guidance Notes in section 4 as well as an example of how to complete a nomination priority, if required.
- If the client nominates a trust, we are not responsible for the content of the Trust and will not comment on its suitability.

		Mr	Mrs	Miss	Ms	Other (please specify)	Proportion			
							<input type="text"/>	<input type="text"/>	<input type="text"/>	%
1.	Title									
	First name/Trust/Charity	<input type="text"/>								
	Surname	<input type="text"/>								
	Their address*	<input type="text"/>								
		Postcode								
	Individual	Relationship to the client		<input type="text"/>						
	Trust	Date of trust		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
		Name of lead trustee		<input type="text"/>						
	Charity	Registered charity number		<input type="text"/>						
	Nomination priority	<input type="text"/>								
2.	Title									
	First name/Trust/Charity	<input type="text"/>								
	Surname	<input type="text"/>								
	Their address*	<input type="text"/>								
		Postcode								
	Individual	Relationship to the client		<input type="text"/>						
	Trust	Date of trust		<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
		Name of lead trustee		<input type="text"/>						
	Charity	Registered charity number		<input type="text"/>						
	Nomination priority	<input type="text"/>								

*Giving the address is optional but, if provided, we will use it to help identify the proposed beneficiaries when the time comes; it is therefore also helpful if you advise us if any of the addresses change. If beneficiaries do change address, and we do not know their whereabouts, we will endeavour to establish their details from the client's legal personal representatives.

Knowing a previous address can still be useful when trying to identify the beneficiary when taking into account the client's wishes. However, if you do not know a beneficiary's current address, or do not wish to divulge it, you can leave it blank.



3. Title	Mr	Mrs	Miss	Ms	Other <i>(please specify)</i>	Proportion				
						<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	%
First name/Trust/Charity	<input type="text"/>									
Surname	<input type="text"/>									
Their address*	<input type="text"/>									
	Postcode									
Individual	Relationship to the client	<input type="text"/>								
Trust	Date of trust	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Name of lead trustee	<input type="text"/>								
Charity	Registered charity number	<input type="text"/>								
Nomination priority	<input type="text"/>									

4. Title	Mr	Mrs	Miss	Ms	Other <i>(please specify)</i>	Proportion				
						<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	%
First name/Trust/Charity	<input type="text"/>									
Surname	<input type="text"/>									
Their address*	<input type="text"/>									
	Postcode									
Individual	Relationship to the client	<input type="text"/>								
Trust	Date of trust	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Name of lead trustee	<input type="text"/>								
Charity	Registered charity number	<input type="text"/>								
Nomination priority	<input type="text"/>									

3. Client's declaration and signature

3.1 I understand that:

- (a) my financial adviser will submit this nomination online on my behalf
- (b) this nomination revokes any previous nomination(s)
- (c) the trustee(s) or scheme administrator has absolute discretion, but they will consider making any payments to the beneficiary, or beneficiaries, named in this form
- (d) if an individual is subject to tax in any country outside of the UK they should contact a tax specialist to understand whether they will be liable for tax in that country.

3.2 I have read and I understand the privacy notice, available at quilter.com/privacy concerning use of personal information of any party named in this form.

Signature	<input type="text"/>	Date	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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► Please do not send us this document; you or your adviser can keep it as a record of the nomination to be submitted online.



4. Guidance notes

Nomination priority in section 2

This is not a mandatory field but is for the client to give a priority order for their nominated beneficiaries, if required. See the example below.

1. Name of beneficiary	<input type="text" value="Mrs Jane Smith"/>	Proportion			
	<input type="text" value="Relationship to the client"/>	<input type="text" value="Wife"/>	<input type="text" value="1"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Nomination priority	<input type="text" value="I firstly nominate my wife, but if she dies before me, or is alive when I die but does not wish to receive any payment, I nominate my two children below."/>				
2. Name of beneficiary	<input type="text" value="Mr John Smith"/>	Proportion			
	<input type="text" value="Relationship to the client"/>	<input type="text" value="Son"/>	<input type="text" value="5"/>	<input type="text" value="0"/>	<input <="" td="" type="text" value="%"/>
3. Name of beneficiary	<input type="text" value="Mrs Susan Brown (née Smith)"/>	Proportion			
	<input type="text" value="Relationship to the client"/>	<input type="text" value="Daughter"/>	<input type="text" value="5"/>	<input type="text" value="0"/>	<input <="" td="" type="text" value="%"/>



– **It is important that you include the names of any beneficiaries** as well as the percentage applicable. For example we cannot accept 'grandchildren' as a nomination, because some benefits are only available to named beneficiaries.

Taxation

Whether beneficiaries will be liable to pay tax or not depends on your client's age when they die, the type of benefit being taken and how long it takes to finalise.

What is payable tax free?

- Charity lump sum death benefits.
- The following types of benefit set up within two years of notification of death where the client dies before age 75.
 - Beneficiary drawdown or annuity.
 - Lump sums within the individual's Lump Sum and Death Benefit Allowance (LSDBA)*.

What is taxable?

- All benefits (other than a charity lump sum) where the client dies over age 75.
- The amount of any lump sum death benefit (other than a charity lump sum) that exceeds the remaining LSDBA*, set up within two years of notification of death, where the client dies before age 75.

* However, to prevent double counting, any lump sums paid from funds crystallised before 6 April 2024 are not tested against LSDBA because they will have been tested previously against the lifetime allowance.

What tax is due?

Individual beneficiaries

- All benefits that are taxable, regardless of the reason, are taxed at the individual's marginal income tax rate, which is their highest rate of tax.

Non-Individual beneficiaries

- Where benefits are taxable because they exceed LSDBA, marginal rate income tax applies. For a discretionary trust this is 45% (first £500 tax free). For other non-individuals, e.g. a company or a legal representative, marginal rate is the basic rate of tax for those entities.
- Where benefits are taxable because the member dies over age 75, the tax charge is the special lump sum death benefit charge which is 45%**.
- Where benefits are taxable because the lump sum is not paid within two years of notification of death, the tax charge is the special lump sum death benefit charge which is 45%**.

** If a lump sum is paid to a discretionary trust, then paid to a beneficiary who is a UK individual, that beneficiary will be given a tax credit for the 45% special lump sum death benefit charge. They may be able to reclaim some or all of this from HMRC.

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Please be aware that calls and electronic communications may be recorded for monitoring, regulatory and training purposes and records are available for at least five years.

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