



INFORMATION REQUEST FORM

Please use **BLOCK CAPITALS** throughout

Powered by Pension Performance Review Process Version 16

A. Client Name

B. Gender

Male	Female
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C. Date of Birth

D. Marital Status

Married	Civil Partnership	Single	Divorced	Widowed	Separated	Unknown
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E. Spouse/Partner Date of Birth (if applicable)

N/A	/	/
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F. Expected Retirement Age

G. Employment Status

Employed	Self Employed	Unemployed	Retired	Unknown
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H. Current Pensionable Remuneration (if applicable)
(Do not include dividends)

£

I. Employer (if applicable)
(include Limited, Ltd, etc.)

N/A

J. Job Title (if applicable)

N/A

K. Commenced Service (if applicable)

N/A	/	/
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L. Name Of SSAS (if applicable)
(Please state full name as it appear of documentation - do not abbreviate)

N/A

M. Taxpayer Status

Additional Rate	Higher Rate	Basic Rate	Non Taxpayer	Unknown
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N. Health Status

Excellent	Good	Average	Poor	Unknown
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O. Smoker

Yes	No	Unknown
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P. Number Of Dependants (excluding spouse/civil partner)
(Any children under 23 years of age, or ANY PERSON over 23 years of age who is still financially dependant on the client)

None	1	2	3	4	5	6	7	8	9	10	Unknown
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Q. Required Annual Income In Retirement
(To nearest £1,000)

Unknown	£ _____ per annum
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R. Date Of Initial Meeting With Client
(Date at which client was provided with a 'Client Agreement' and the 'Information About Our Services' documents)

S. Location Of Initial Meeting With Client
(This will be shown with the reports as "...when we met at xxxx...".
Eg. 'your office', 'your home' or something more specific

T. Reason For Discounting Switch To Employer's Scheme

N/A	No Scheme Available	Does Not Want To Join/Transfer To Scheme
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U. Number Of Policies To Analyse

1	2	3	4	5	6	7	8
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V. Final Date All Information Obtained

- POLICY 1 -

23. Policy AMC
(single % only - include any fund charges in single figure if stated)

	_____ %
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24. Additional Policy Charges Notes (if so, then details)

No

25. Any Additional 'Implicit' Charges (if so, then details)
Charges that are not taken into account on the projections but are taken directly from the underlying fund performance, eg. Traditional With Profits and some older policies

No

26. If Occupational, Have These Benefits Been Transferred Since 06.04.06

N/A	Yes	No
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27. If Occupational & PCLS >25%, Is This A One Member Scheme Or Is There A Potential 'Transfer Buddy' (eg. partner)

N/A	NO	1 Mem Scheme	Transfer Buddy	Buddy pol. no: _____
				Transfer buddy name: _____

28. Total Funds Available

--

29. Number Of Available Fund Management Groups (including provider)

--

30. Maximum Number Of Funds That Can Be Held At Any One Time

--

31. Cost of Fund Switches
(Please give notes if applicable - eg "First switch per annum free then £15 per switch)

--

32. Retirement Options Within Scheme
(please circle any option available. NB. More than one option may be available)

Provider Annuity	Open Market Annuity	Scheme Pension	Drawdown
------------------	---------------------	----------------	----------

33. Retirement Options Notes
eg. "£100k minimum for drawdown, etc."

--

34. Funds Held

(PLEASE GIVE FULL FUND NAME AS APPEARS ON THE DOCUMENTATION - please give specifics if possible confusion may arise. Eg. AXA Sun Life managed fund - is this ex E&L or ex Sun Life, if With Profits, traditional or unit linked, etc.)

	Fund Name	(if variable by fund, % projection rate used)	Percentage (to 2dps)
1.		(%)	%
2.		(%)	%
3.		(%)	%
4.		(%)	%
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10.		(%)	%
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12.		(%)	%
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16.		(%)	%
17.		(%)	%
18.		(%)	%
19.		(%)	%
20.		(%)	%
21.		(%)	%
22.		(%)	%
23.		(%)	%
24.		(%)	%
25.		(%)	%
26.		(%)	%
27.		(%)	%
28.		(%)	%
29.		(%)	%
30.		(%)	%
31.		(%)	%
32.		(%)	%

35. Other Policy Notes
(include any other relevant information such as any guaranteed funds, with profits fund performance, etc.)

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36. Transfer Forms Received

Yes

37. PPFM (or CFPPFM) Received

N/A	Yes
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- POLICY 2 -

23. Policy AMC
(single % only - include any fund charges in single figure if stated)

	_____ %
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24. Additional Policy Charges Notes (if so, then details)

No

25. Any Additional 'Implicit' Charges (if so, then details)
Charges that are not taken into account on the projections but are taken directly from the underlying fund performance, eg. Traditional With Profits and some older policies

No

26. If Occupational, Have These Benefits Been Transferred Since 06.04.06

N/A	Yes	No
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27. If Occupational & PCLS >25%, Is This A One Member Scheme Or Is There A Potential 'Transfer Buddy' (eg. partner)

N/A	NO	1 Mem Scheme	Transfer Buddy	Buddy pol. no: _____
				Transfer buddy name: _____

28. Total Funds Available

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29. Number Of Available Fund Management Groups (including provider)

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30. Maximum Number Of Funds That Can Be Held At Any One Time

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31. Cost of Fund Switches
(Please give notes if applicable - eg "First switch per annum free then £15 per switch")

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32. Retirement Options Within Scheme
(please circle any option available. NB. More than one option may be available)

Provider Annuity	Open Market Annuity	Scheme Pension	Drawdown
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33. Retirement Options Notes
eg. "£100k minimum for drawdown, etc."

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34. Funds Held

(PLEASE GIVE FULL FUND NAME AS APPEARS ON THE DOCUMENTATION - please give specifics if possible confusion may arise. Eg. AXA Sun Life managed fund - is this ex E&L or ex Sun Life, if With Profits, traditional or unit linked, etc.)

	Fund Name	(if variable by fund, % projection rate used)	Percentage (to 2dps)
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11.		(%)	%
12.		(%)	%
13.		(%)	%
14.		(%)	%
15.		(%)	%
16.		(%)	%
17.		(%)	%
18.		(%)	%
19.		(%)	%
20.		(%)	%
21.		(%)	%
22.		(%)	%
23.		(%)	%
24.		(%)	%
25.		(%)	%
26.		(%)	%
27.		(%)	%
28.		(%)	%
29.		(%)	%
30.		(%)	%
31.		(%)	%
32.		(%)	%

35. Other Policy Notes
(include any other relevant information such as any guaranteed funds, with profits fund performance, etc.)

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36. Transfer Forms Received

Yes

37. PPFM (or CFPPFM) Received

N/A	Yes
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- POLICY 3 -



23. Policy AMC
(single % only - include any fund charges in single figure if stated)

	_____ %
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24. Additional Policy Charges Notes (if so, then details)

No

25. Any Additional 'Implicit' Charges (if so, then details)
Charges that are not taken into account on the projections but are taken directly from the underlying fund performance, eg. Traditional With Profits and some older policies

No

26. If Occupational, Have These Benefits Been Transferred Since 06.04.06

N/A	Yes	No
-----	-----	----

27. If Occupational & PCLS >25%, Is This A One Member Scheme Or Is There A Potential 'Transfer Buddy' (eg. partner)

N/A	NO	1 Mem Scheme	Transfer Buddy	Buddy pot. no: _____
				Transfer buddy name: _____

28. Total Funds Available

--

29. Number Of Available Fund Management Groups (including provider)

--

30. Maximum Number Of Funds That Can Be Held At Any One Time

--

31. Cost of Fund Switches
(Please give notes if applicable - eg *First switch per annum free then £15 per switch)

--

32. Retirement Options Within Scheme
(please circle any option available. NB. More than one option may be available)

Provider Annuity	Open Market Annuity	Scheme Pension	Drawdown
------------------	---------------------	----------------	----------

33. Retirement Options Notes
eg. *£100k minimum for drawdown, etc.*

--

34. Funds Held

(PLEASE GIVE FULL FUND NAME AS APPEARS ON THE DOCUMENTATION - please give specifics if possible confusion may arise. Eg. AXA Sun Life managed fund - is this ex E&L or ex Sun Life, if With Profits, traditional or unit linked, etc.)

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3.	(%)	%
4.	(%)	%
5.	(%)	%
6.	(%)	%
7.	(%)	%
8.	(%)	%
9.	(%)	%
10.	(%)	%
11.	(%)	%
12.	(%)	%
13.	(%)	%
14.	(%)	%
15.	(%)	%
16.	(%)	%
17.	(%)	%
18.	(%)	%
19.	(%)	%
20.	(%)	%
21.	(%)	%
22.	(%)	%
23.	(%)	%
24.	(%)	%
25.	(%)	%
26.	(%)	%
27.	(%)	%
28.	(%)	%
29.	(%)	%
30.	(%)	%
31.	(%)	%
32.	(%)	%

35. Other Policy Notes
(include any other relevant information such as any guaranteed funds, with profits fund performance, etc.)

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36. Transfer Forms Received

Yes

37. PPFM (or CFPPFM) Received

N/A	Yes
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- POLICY 4 -

23. Policy AMC
(single % only - include any fund charges in single figure if stated)

	_____ %
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24. Additional Policy Charges Notes (if so, then details)

No

25. Any Additional 'Implicit' Charges (if so, then details)
Charges that are not taken into account on the projections but are taken directly from the underlying fund performance, eg. Traditional With Profits and some older policies

No

26. If Occupational, Have These Benefits Been Transferred Since 06.04.06

N/A	Yes	No
-----	-----	----

27. If Occupational & PCLS >25%, Is This A One Member Scheme Or Is There A Potential 'Transfer Buddy' (eg. partner)

N/A	NO	1 Mem Scheme	Transfer Buddy	Buddy pol. no: _____
				Transfer buddy name: _____

28. Total Funds Available

--

29. Number Of Available Fund Management Groups (including provider)

--

30. Maximum Number Of Funds That Can Be Held At Any One Time

--

31. Cost of Fund Switches
(Please give notes if applicable - eg "First switch per annum free then £15 per switch)

--

32. Retirement Options Within Scheme
(please circle any option available. NB. More than one option may be available)

Provider Annuity	Open Market Annuity	Scheme Pension	Drawdown
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33. Retirement Options Notes
eg. "£100k minimum for drawdown, etc."

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34. Funds Held

(PLEASE GIVE FULL FUND NAME AS APPEARS ON THE DOCUMENTATION - please give specifics if possible confusion may arise. Eg. AXA Sun Life managed fund - is this ex E&L or ex Sun Life, if With Profits, traditional or unit linked, etc.)

	Fund Name	(if variable by fund, % projection rate used)	Percentage (to 2dps)
1.		(%)	%
2.		(%)	%
3.		(%)	%
4.		(%)	%
5.		(%)	%
6.		(%)	%
7.		(%)	%
8.		(%)	%
9.		(%)	%
10.		(%)	%
11.		(%)	%
12.		(%)	%
13.		(%)	%
14.		(%)	%
15.		(%)	%
16.		(%)	%
17.		(%)	%
18.		(%)	%
19.		(%)	%
20.		(%)	%
21.		(%)	%
22.		(%)	%
23.		(%)	%
24.		(%)	%
25.		(%)	%
26.		(%)	%
27.		(%)	%
28.		(%)	%
29.		(%)	%
30.		(%)	%
31.		(%)	%
32.		(%)	%

35. Other Policy Notes
(include any other relevant information such as any guaranteed funds, with profits fund performance, etc.)

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36. Transfer Forms Received

Yes

37. PPFM (or CFPPFM) Received

N/A	Yes
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- POLICY 5 -



23. Policy AMC
(single % only - include any fund charges in single figure if stated)

	_____ %
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24. Additional Policy Charges Notes (if so, then details)

No

25. Any Additional 'Implicit' Charges (if so, then details)
Charges that are not taken into account on the projections but are taken directly from the underlying fund performance, eg. Traditional With Profits and some older policies

No

26. If Occupational, Have These Benefits Been Transferred Since 06.04.06

N/A	Yes	No
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27. If Occupational & PCLS >25%, Is This A One Member Scheme Or Is There A Potential 'Transfer Buddy' (eg. partner)

N/A	NO	1 Mem Scheme	Transfer Buddy	Buddy pol. no: _____
				Transfer buddy name: _____

28. Total Funds Available

--

29. Number Of Available Fund Management Groups (including provider)

--

30. Maximum Number Of Funds That Can Be Held At Any One Time

--

31. Cost of Fund Switches
(Please give notes if applicable - eg "First switch per annum free then £15 per switch)

--

32. Retirement Options Within Scheme
(please circle any option available. NB. More than one option may be available)

Provider Annuity	Open Market Annuity	Scheme Pension	Drawdown
------------------	---------------------	----------------	----------

33. Retirement Options Notes
eg. "£100k minimum for drawdown, etc."

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34. Funds Held

(PLEASE GIVE FULL FUND NAME AS APPEARS ON THE DOCUMENTATION - please give specifics if possible confusion may arise. Eg. AXA Sun Life managed fund - is this ex E&L or ex Sun Life, if With Profits, traditional or unit linked, etc.)

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6.		(%)	%
7.		(%)	%
8.		(%)	%
9.		(%)	%
10.		(%)	%
11.		(%)	%
12.		(%)	%
13.		(%)	%
14.		(%)	%
15.		(%)	%
16.		(%)	%
17.		(%)	%
18.		(%)	%
19.		(%)	%
20.		(%)	%
21.		(%)	%
22.		(%)	%
23.		(%)	%
24.		(%)	%
25.		(%)	%
26.		(%)	%
27.		(%)	%
28.		(%)	%
29.		(%)	%
30.		(%)	%
31.		(%)	%
32.		(%)	%

35. Other Policy Notes
(include any other relevant information such as any guaranteed funds, with profits fund performance, etc.)

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36. Transfer Forms Received

Yes

37. PPFM (or CFPPFM) Received

N/A	Yes
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- POLICY 6 -



23. Policy AMC
(single % only - include any fund charges in single figure if stated)

	_____ %
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24. Additional Policy Charges Notes (if so, then details)

No

25. Any Additional 'Implicit' Charges (if so, then details)
Charges that are not taken into account on the projections but are taken directly from the underlying fund performance, eg. Traditional With Profits and some older policies

No

26. If Occupational, Have These Benefits Been Transferred Since 06.04.06

N/A	Yes	No
-----	-----	----

27. If Occupational & PCLS >25%, Is This A One Member Scheme Or Is There A Potential 'Transfer Buddy' (eg. partner)

N/A	NO	1 Mem Scheme	Transfer Buddy	Buddy pol. no: _____
				Transfer buddy name: _____

28. Total Funds Available

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29. Number Of Available Fund Management Groups (including provider)

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30. Maximum Number Of Funds That Can Be Held At Any One Time

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31. Cost of Fund Switches
(Please give notes if applicable - eg "First switch per annum free then £15 per switch)

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32. Retirement Options Within Scheme
(please circle any option available. NB. More than one option may be available)

Provider Annuity	Open Market Annuity	Scheme Pension	Drawdown
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33. Retirement Options Notes
eg. "£100k minimum for drawdown, etc."

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34. Funds Held

(PLEASE GIVE FULL FUND NAME AS APPEARS ON THE DOCUMENTATION - please give specifics if possible confusion may arise. Eg. AXA Sun Life managed fund - is this ex E&L or ex Sun Life, if With Profits, traditional or unit linked, etc.)

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32.	(%)	%

35. Other Policy Notes
(include any other relevant information such as any guaranteed funds, with profits fund performance, etc.)

--

36. Transfer Forms Received

Yes

37. PPFM (or CFPPFM) Received

N/A	Yes
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- POLICY 7 -



23. Policy AMC
(single % only - include any fund charges in single figure if stated)

	_____ %
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24. Additional Policy Charges Notes (if so, then details)

No

25. Any Additional 'Implicit' Charges (if so, then details)
Charges that are not taken into account on the projections but are taken directly from the underlying fund performance, eg. Traditional With Profits and some older policies

No

26. If Occupational, Have These Benefits Been Transferred Since 06.04.06

N/A	Yes	No
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27. If Occupational & PCLS >25%, Is This A One Member Scheme Or Is There A Potential 'Transfer Buddy' (eg. partner)

N/A	NO	1 Mem Scheme	Transfer Buddy	Buddy pol. no: _____
				Transfer buddy name: _____

28. Total Funds Available

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29. Number Of Available Fund Management Groups (including provider)

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30. Maximum Number Of Funds That Can Be Held At Any One Time

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31. Cost of Fund Switches
(Please give notes if applicable - eg "First switch per annum free then £15 per switch)

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32. Retirement Options Within Scheme
(please circle any option available. NB. More than one option may be available)

Provider Annuity	Open Market Annuity	Scheme Pension	Drawdown
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33. Retirement Options Notes
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34. Funds Held

(PLEASE GIVE FULL FUND NAME AS APPEARS ON THE DOCUMENTATION - please give specifics if possible confusion may arise. Eg. AXA Sun Life managed fund - is this ex E&L or ex Sun Life, if With Profits, traditional or unit linked, etc.)

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27.		(%)	%
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31.		(%)	%
32.		(%)	%

35. Other Policy Notes
(include any other relevant information such as any guaranteed funds, with profits fund performance, etc.)

--

36. Transfer Forms Received

Yes

37. PPFM (or CFPPFM) Received

N/A	Yes
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- POLICY 8 -

23. Policy AMC
(single % only - include any fund charges in single figure if stated)

	_____ %
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24. Additional Policy Charges Notes (if so, then details)

No

25. Any Additional 'Implicit' Charges (if so, then details)
Charges that are not taken into account on the projections but are taken directly from the underlying fund performance, eg. Traditional With Profits and some older policies

No

26. If Occupational, Have These Benefits Been Transferred Since 06.04.06

N/A	Yes	No
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27. If Occupational & PCLS >25%, Is This A One Member Scheme Or Is There A Potential 'Transfer Buddy' (eg. partner)

N/A	NO	1 Mem Scheme	Transfer Buddy	Buddy pol. no: _____
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28. Total Funds Available

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29. Number Of Available Fund Management Groups (including provider)

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30. Maximum Number Of Funds That Can Be Held At Any One Time

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31. Cost of Fund Switches
(Please give notes if applicable - eg "First switch per annum free then £15 per switch)

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32. Retirement Options Within Scheme
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Provider Annuity	Open Market Annuity	Scheme Pension	Drawdown
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33. Retirement Options Notes
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34. Funds Held

(PLEASE GIVE FULL FUND NAME AS APPEARS ON THE DOCUMENTATION - please give specifics if possible confusion may arise. Eg. AXA Sun Life managed fund - is this ex E&L or ex Sun Life, if With Profits, traditional or unit linked, etc.)

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14.		(%)	%
15.		(%)	%
16.		(%)	%
17.		(%)	%
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27.		(%)	%
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30.		(%)	%
31.		(%)	%
32.		(%)	%

35. Other Policy Notes
(include any other relevant information such as any guaranteed funds, with profits fund performance, etc.)

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36. Transfer Forms Received

Yes

37. PPFM (or CFPPFM) Received

N/A	Yes
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