

Recurring switch into cash instruction

If your personal circumstances mean you need any additional support, or if you'd like a large print, Braille or audio version of this document, please call 03456 081 680 (call charges will vary) or visit aegon.co.uk/additionalsupport

For any Junior product, in this form, 'I', 'you', 'your' or 'my' refers to you, the Registered contact completing this form. The Registered contact is a person with parental responsibility responsible for the administration and management of the Junior product on the Child's behalf, or for a Junior Individual Savings Account (ISA) the Child aged 16 or 17, if they've successfully applied to become the Registered contact.

You should complete this form if you'd like to switch from investment funds to the cash facility of the product on a recurring basis or cancel an existing recurring switch instruction. In this form, 'switch' means a sell down of the investment(s) you've selected and the application of cleared funds following their sale into the cash facility of the product. If you want to request a recurring switch for more than one product please complete a separate instruction for each. Please complete this instruction by typing in the boxes, including the signature box and email it to clientsupport@arc.aegon.co.uk

This form also gives you the option to ringfence some of the cash from the sale of your investment(s) for specific purposes. In this form, 'ringfence' means to set cash in the cash facility for specific purposes, subject to the provisions of the Aegon Retirement Choices Terms and conditions or One Retirement Terms and conditions, as appropriate. The ringfence purposes are tax-free cash (also known as pension commencement lump sum (PCLS)) for dripfeed drawdown requests (for Self-invested Personal Pension (SIPP)), pension income payments (for SIPP drawdown), or regular withdrawals (for ISA or General Investment Account (GIA)).

Our email system and the way we deal with data internally is secure. However, we're unable to ensure the security of emails before they reach us. Please consider this and don't include any personally sensitive, financial or banking information that hasn't been appropriately secured. If you have access to our online services, you may be able to sign in and complete your action securely.

You can't use this form for Secure Retirement Income.

1. Customer details

Customer number

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Customer forename(s)

[illegible]

Customer surname

[illegible]Registered contact forename(s)
(for Junior products)[illegible]Registered contact surname
(for Junior products)[illegible]

2. Recurring switch instruction

2.1 Product to apply instruction to

Product number

2.2 ☐ I wish to cancel the existing recurring switch instruction – please only complete sections 4 and 5 as applicable.

2.3 Starting on the 9th or the 22nd of (mm/yyyy)

with the last switch to take place on (mm/yyyy)

If no start date is provided above, we'll start this instruction at the next recurring switch date.

Recurring switch to cash

2.4 I want to switch

£ from the investments listed below to the cash facility.

Frequency (select one)

☐ monthly ☐ quarterly ☐ yearly **This will replace any existing instructions.**

☐ Please tick this box if you have a default investment strategy that you want to use.

Name of investment(s)	SEDOL	Amount (£)
Total		

The total for all the named investments must be the same as the overall switch amount shown above.

3. Ringfence cash

You can choose to ringfence some or all of the cleared funds from the switch. If you select to ringfence cash, we'll use the amount you select for the purpose you select. The ringfence purposes are tax-free cash (also known as pension commencement lump sum (PCLS)) for dripfeed drawdown requests (for SIPP), pension income payments (for SIPP Drawdown), or regular withdrawals (for ISA or GIA).

The ringfence will only be applied once we've received cleared funds from your switch. If there are multiple funds being sold as part of this instruction, we'll ringfence the cleared funds as we receive them from each trade.

Please note that if you instruct us to ringfence cash and this leaves insufficient available cash to pay any charges, the forced disinvestment procedure as set out in the Aegon Retirement Choices Terms and conditions or the One Retirement Terms and conditions, as appropriate, will apply.

If a ringfence prevents any payments due on the product from being paid, you'll be responsible for making those payments. Any ringfence, and how it's applied, is subject to the Aegon Retirement Choices or One Retirement Terms and conditions as appropriate.

Amount to ringfence for tax-free cash (SIPP only), pension income payments (Drawdown only) or regular withdrawals (ISA or GIA only)

4. Adviser details

Name of adviser or registered individual

Name of firm

Address of firm

Postcode

Financial Services Register number

☐ I declare that in the absence of a discretionary management agreement for the client, this instruction has been authorised by the client before being submitted.

Or

☐ I declare that the above instruction is given in accordance with a current discretionary management agreement for this client.

No adviser charge is payable for recurring switches.

Adviser declaration

Where you've completed this instruction on behalf of the customer named in section 1, when you sign the form, by typing your name in this box or by using any other electronic signature method we've previously agreed in writing with you that you may use, you're making the declarations and confirming that the customer wishes to proceed with the instructions in this form.

By signing this instruction, by typing your name in the box below or using such other agreed electronic signature method, you make the following additional declarations:

You declare that:

- To the best of your knowledge and belief, the information supplied to Aegon on behalf of the customer is true and complete.
- You have the appropriate authority from the customer, or Registered contact for Junior products, to complete this form, to make the declarations in this form on their behalf and to provide Aegon with the instructions set out in this form, acknowledging that Aegon reserves the right to request a copy of the authority and failure to provide a copy when requested may result in Aegon being unable to proceed with the instructions.

- You've discussed the form with the customer, or Registered contact for Junior products and they're aware of its content, they agree to the declarations and agree to you submitting this application on their behalf.

You hereby indemnify:

- Aegon against all claims, losses, tax charges, penalties and interest incurred or due to be paid by Aegon as a result of your failure to obtain the appropriate authority from the customer, or Registered contact for Junior products, and/or supplying incorrect or inaccurate information and Aegon relying on and following the instructions given in this application form.

Date (dd/mm/yyyy)

Adviser signature (type name here)

- I instruct Aegon to carry out the recurring switch into the cash facility of the product set out in section 2.1 of this form from the investment(s) listed in section 2.4 in accordance with the terms and conditions of the product listed in section 2.1.

- I instruct Aegon to ringfence cash in the amount(s) and for the purpose(s) set out in section 3 of this form.
- I understand that if I instruct Aegon to ringfence cash and this leaves insufficient available cash to pay any charges, the forced disinvestment process as set out in the Aegon Retirement Choices Terms and conditions or One Retirement Terms and conditions, as appropriate, will apply.

5.4 I've had the opportunity to read the Aegon UK Retail Order Execution Policy and I agree to its terms.

5.6 I've had the opportunity to speak to an independent financial adviser before completing this instruction form.

5.8 You should sign this form by typing your full name in the signature box below or by using any other electronic signature method we've agreed, in writing with the adviser, to accept. You should also type the date in the date box. When you sign and date the form, you're making the declarations and confirming that you want to proceed with the instructions in this form.

Date (dd/mm/yyyy)

Signature (type name here)

