

My WealthPartner Online

Key Features and Charges

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The Financial Conduct Authority is the independent financial services regulator. It requires us, TrinityBridge Limited, to give you this important information to help you to decide whether our Stocks and Shares Individual Savings Account (ISA), and/or our Investment Account and/or our TrinityBridge SIPP, and/or our JISA is right for you. You should read this document carefully so that you understand what you are buying, and then keep it safe for future reference.

1. Key Features of the Stocks and Shares ISA

Aims

To help the value of your money grow, or to provide an income, in a tax efficient way over the medium to long term

In the case of the Stocks and Shares ISA, to allow you to buy, switch or sell a wide range of investments, including shares and gilts, as well as collective funds which include a range of funds to best suit your objectives

Your investment

There is no set term – you can invest for as long as you want but you should be prepared to invest for at least five years

You can invest regular and/or single lump sums from a minimum of £50 per month or £1,000 for lump sums

The ISA allowance for the current tax year is £20,000 and can be held in cash, stocks and shares or any combination of the two. Any contributions from 6 April each year will count towards that year's limit

You can transfer previous years' ISA savings freely between stocks and shares and cash if you wish

Risks

What you get back will depend on the performance of the investments you choose, and will change from day to day

The value of your investment and any income from it can fall as well as rise, and is not guaranteed at any time. It could also fall below the amount you originally invested, particularly in the early years

Our charges may increase in the future, which would reduce the value of your investment

If you cancel your TrinityBridge ISA within 30 days of us accepting your application, and the value of your investments has fallen before we receive your instruction, you will get back less than originally invested

Any foreign investments will be affected by changes in currency exchange rates

If you are transferring from your existing ISA manager, there could be exit penalties or other charges imposed that reduces the value of your transfer before we receive it

If you withdraw money from your TrinityBridge ISA, this will reduce the amount of any income and capital growth you receive

If any growth on your TrinityBridge ISA is less than the withdrawals you make, the value of your TrinityBridge ISA will fall

Inflation will reduce what you can buy in the future

Tax rules may change

These are the key risks that could affect your investment. For more information on risks please read our Guide to the Stocks and Shares ISA, available on the TrinityBridge website.

Questions and Answers

Q What is the Stocks and Shares ISA?

As the name suggests, it is a Stocks and Shares ISA, which is an investment that has tax advantages for most UK residents over 18 years of age. There is no UK Income Tax or Capital Gains Tax to pay on any growth for qualifying UK residents investing up to the relevant ISA subscription limits.

Q Who can have a Stocks and Shares ISA?

You need to be aged 18 or over to be eligible to open a Stocks and Shares ISA.

You will also need to be resident and ordinarily resident for tax purposes in the UK. You will not be able to hold a TrinityBridge ISA jointly with, or on behalf of, anyone else.

Q How much can I pay in?

You may subscribe to:

One Stocks and Shares ISA

You may not subscribe to two (or more) Stocks and Shares ISAs in the same tax year, unless you make a transfer of the current year's subscriptions from one type of ISA to the other. In this case the subscriptions to the receiving ISA are treated as if these were made to the receiving ISA at the start of the year.

The ISA allowance for the current tax year is £20,000 and can be held in cash, stocks and shares or any combination of the two. Any contributions from 6 April each year will count towards that year's limit. This limit may be adjusted each tax year in line with the Consumer Prices Index. If you do not subscribe up to the limit in any tax year this cannot be carried forward or added to the subscription limit of the next tax year.

You can open a Stocks and Shares ISA by transferring all or part of an existing Stocks and Shares ISA or by making a cash payment to the plan. You will need to check with the transferring ISA Manager to see if they will charge you for the transfer.

Q Can I make further investments?

Yes – at any time, as long as you do not exceed the ISA subscription limits shown above for that tax year. There is no limit to how many transfers of previous years' subscriptions you can make.

Q How do I make further investments?

There are a number of ways you can add more money:

By debit card or direct debit at any time, or

By making a transfer of all or some of an existing Stocks and Shares ISA or Cash ISA

In certain circumstances, cheques may be accepted, at our discretion.

Q Can I reduce my regular payments?

Can I reduce my regular payments?

Yes – you can stop or change your regular payments at any time by contacting the Investor Support Team.

Q What can I invest in my Stocks and Shares ISA?

The Stocks and Shares ISA gives you the opportunity to choose from a wide range of different investments including funds, stocks and shares and gilts available through the Self Directed service.

Q Will I receive income from my investment?

Yes – if you choose to invest in a fund which pays income. You can find out how often your chosen fund(s) pay out an income, and when it will be paid, by speaking with the Investor Support Team.

Q Can I switch investments within my Stocks and Shares ISA?

Yes – you can decide how your money is invested and switch investments within your ISA at any time. You will need to bear in mind that underlying investment providers may have their own limits for switching and how much must remain within a particular investment.

Q What could I get back?

You will get back the value of your investments held in your Stocks and Shares ISA at the time the investments are sold. There is no guaranteed amount and you may get back less than invested. The amount you get will depend on the following factors:

How much you have invested

The length of time it is invested

The performance of your underlying investments

Charges

Amount of any withdrawals you have taken

The Terms and Conditions of the underlying investment

If you want to close your ISA, please contact the Investor Support Team.

Q How will I know what my Stocks and Shares ISA is worth?

Twice a year you will receive an online statement showing the current value of your ISA, as well as the transactions carried out for you during the previous six months. If you need information between statements, you can review details of your ISA online.

Q How do charges and expenses affect my Stocks and Shares ISA?

The charges with respect to investments held in your ISA will be charged in the way described in the TrinityBridge Terms and Conditions. The effect they will have on your investment will be to reduce the rate at which your investment grows.

Q How do I withdraw my money?

You can make withdrawals through our online portal or can close your account by writing to us at the address shown in the 'How to contact us' section at the back of this booklet

You can withdraw any amount – or close your account – at any time, with no administration charges

Whether you make a withdrawal or close your account, we will pay the amount by electronic bank transfer into a bank account in your name, nominated by you

Do not forget that if you take anything out, anything you put back in will count towards the ISA subscription limits for the current tax year

Q What about Tax?

You pay no tax on any of the income you receive from your ISAs. However, any investment dividends are received with a 10% dividend tax credit which cannot be reclaimed.

You do not have to declare details of your income and capital gains on an ISA in your tax return.

You can take your money out at any time without losing tax benefits already accrued on those monies.

Tax benefits depend on individual circumstances. This tax treatment may change in the future. We are unable to provide you with individual tax advice.

The taxation information above is based on our interpretation of current legislation and HMRC practice. Please remember that current tax benefits may change in the future.

Q Can I transfer my existing ISA to my Stocks and Shares ISA at any time?

Yes – you may transfer all of your current year ISA, or part or all of a previous year's ISA at any time.

A transfer may be made in cash or by re-registering assets subject to our and your existing ISA Manager's agreement.

You will need to check with your existing ISA Manager whether they will make a charge to sell the assets and transfer the money in cash or make a charge to re-register the assets.

Q Can I transfer to another ISA Manager at any time?

Yes – you can transfer your Stocks and Shares ISA to another ISA Manager at any time provided this request is made in writing to us. You may transfer all of your current year's ISA, or part or all of a previous year's ISA at any time, provided your new ISA Manager agrees to the transfer. A transfer may be made in cash or by re-registering assets subject to the new ISA Manager's agreement.

We will not apply a charge for making a transfer.

Q Can I change my mind?

Yes – once we have accepted your application for an ISA you will have 30 days during which you have the right to change your mind. In order to exercise your right to cancel, you must write to us at the 'Contact us' address at the end of this document. If you cancel your Stocks and Shares ISA and the value of investments has fallen in the meantime, you will receive less than originally invested.

If you decide not to exercise your right to cancel, you will still be able to withdraw your money whenever you want. However we will not refund any charges you have paid.

Q What happens if I die?

Following your death, if you have a surviving spouse or civil partner they will be entitled to subscribe an additional amount to their ISA. This is in addition to their own personal ISA allowance and is known as an Additional Permitted Subscription (APS). This is calculated as follows:

Where the ISA investor died between 3 December 2014 and 5 April 2018, the APS allowance equals the value of the ISA(s) at the date of death.

Where the ISA investor died on or after 6 April 2018, any ISA(s) held may remain open as a continuing account of a deceased investor, referred to as a continuing ISA. The APS allowance equals the higher of the value of the ISA(s) at the date of death or the value of the ISA(s) at the date the ISA(s) cease(s) to be a continuing ISA. The account will cease to be a continuing ISA on the earlier of the following:

Administration of the deceased's estate is complete

The ISA is closed

Three years after the date of death

2. Key Features of our Investment Account

Aims

To help the value of your money grow, or to provide an income, over the medium to long term

To allow you to buy, switch or sell a wide range of investments, including shares and gilts, as well as collective funds which include a range of funds to best suit your objectives

Your investment

There is no set term – you can invest for as long as you want but you should be prepared to invest for at least five years

You can invest regular and/or single lump sums from a minimum of £50 per month

Risks

What you get back will depend on the performance of the investments you choose, and will change from day to day

The value of your investment and any income from it can fall as well as rise, and is not guaranteed at any time. It could also fall below the amount you originally invested, particularly in the early years

Our charges may increase in the future, which would reduce the value of your investment

If you cancel your Investment Account within 30 days of us accepting your application, and the value of your investments has fallen before we receive your instruction, you will get back less than originally invested

Any foreign investments will be affected by changes in currency exchange rates

If you are transferring from your existing account, there could be exit penalties or other charges imposed that reduces the value of your transfer before we receive it

If you withdraw money from your Investment Account, this will reduce the amount of any income and capital growth you receive

If any growth on your Investment Account is less than the withdrawals you make, the value of your Investment Account will fall

Inflation will reduce what you can buy in the future

Tax rules may change

These are the key risks that could affect your investment. For more information on risks please read our Investment Account guide, available on the TrinityBridge website.

Questions and Answers

Q What is an Investment Account?

An account that allows you to invest in a wide range of investments all in one place.

Q Who can have one?

Anyone who is aged 18 or over and is resident and ordinarily resident in the UK for tax purposes.

Q How much can I pay in?

The minimum opening amount for our Investment Account is £50 for regular monthly payments. Other than that, you can pay in as much as you want.

Q Can I make further investments?

Yes – at any time.

Q How do I make further investments?

There are a number of ways you can add more money:

By debit card or direct debit at any time, or

By making a transfer of all or some of an existing investment

In certain circumstances, cheques may be accepted, at our discretion.

Q Can I reduce my regular payments?

Yes – you can stop or change your regular payments at any time by contacting the Investor Support Team.

Q What can I invest in an Investment Account?

You can choose from investments including:

Unit Trusts

Investment Trusts

OEICs (Open Ended Investment Companies)

Shares

Exchange Traded Funds (ETFs)

Gilts

Q Will I receive income from my investment?

Yes – if you choose to invest in a fund or other investment which pays income.

If you invest in an Accumulation or Growth fund you will not receive an income payment from your investment. Any income generated will buy further shares or units in the fund.

Q Can I switch investments within my Investment Account?

Yes – you can decide how your money is invested and switch investments within your Investment Account at any time. You will need to bear in mind that underlying investment providers may have their own limits for switching and how much must remain within a particular investment.

Q What could I get back?

You will get back the value of your investments held at the time the investments are sold. There is no guaranteed amount and you may get back less than invested. The amount you get will depend on the following factors:

How much you have invested

The length of time it is invested

The performance of your underlying investments

Any charges

The amount of any income or withdrawals you have taken

The Terms and Conditions of the underlying investment

If you want to close your Investment Account, please contact the Investor Support Team.

Q Will I receive interest on any cash I hold in my Investment Account?

The interest rate payable on qualifying balances within your portfolio is set out on our website and is subject to change. Interest is calculated using your balance at that time. We will pay the interest into your account every month, in arrears on or around the first business day of each month – or when you close the Investment Account. Interest will be paid net of standard rate tax; unless you are a non-taxpayer and you have registered to have your interest paid gross.

Q Can I transfer my existing Investment Account to my Investment Account with you?

A transfer may only be made by re-registering assets, subject to our and your existing Investment Account Manager's agreement. You will need to check with your existing Investment Account Manager whether they will make a charge to re-register the assets.

Q Can I transfer to another Investment Account Manager?

Yes – you can transfer your Investment Account with us to another Investment Account Manager provided this request is made in writing to us. A transfer may be made in cash or by re-registering assets subject to the new Investment Account Manager's agreement.

We will not apply a charge for making a transfer.

Q How will I know what my Investment Account is worth?

Twice a year you will receive an online statement showing the current value of your Investment Account as well as the transactions carried out for you during the previous six months. If you need information between statements, you can review details of your Investment Account online.

Q How do charges and expenses affect my Investment Account?

The charges on your Investment Account will be charged in the way described in the TrinityBridge Terms and Conditions. The effect they will have on your investment will be to reduce the rate at which your investment grows.

Q How do I withdraw my money?

You can make withdrawals through our online portal or can close your account by writing to us at the address shown in the 'How to contact us' section at the back of this booklet

You can withdraw any amount – or close your account – at any time, with no administration charges

Whether you make a withdrawal or close your account, we will pay the amount by electronic bank transfer into a bank account in your name, nominated by you

Q What about tax?

Our Investment Account is not a tax exempt product.

The tax you pay will depend on the type of assets that you hold and your personal circumstances. At the end of each tax year, we will provide you with all the relevant information that you will need to include in your self-assessment tax return when calculating your liability to income tax. You will need to calculate any capital gains tax implications separately.

Please remember that current tax benefits may change in the future.

Q Can I change my mind?

Yes – once we have accepted your application for our Investment Account you will have 30 days during which you have the right to change your mind. In order to exercise your right to cancel, you must write to us at the 'Contact us' address at the end of this document. If you cancel your Investment Account and the value of investments has fallen in the meantime, you will receive less than originally invested.

If you decide not to exercise your right to cancel you will still be able to withdraw your money whenever you want. However we will not refund any charges you have paid.

IMPORTANT – Fixed Term Deposits must be held to maturity and cannot be closed before that date except in very limited circumstances. If you hold a Fixed Term Deposit in your Investment Account, the Investment Account cannot be closed or cancelled before the maturity of that Fixed Term Deposit. Please see the Terms and Conditions of the Fixed Term Deposit for further details.

Q What happens if I die?

If you die, your personal representatives must close your Investment Account. On receiving appropriate proof of title, we will pay them the balance together with any interest earned up to the date we close the Investment Account, or if requested, we will transfer the Investment Account's investments to them. The balance will take into account any gain or loss in the value of your investment. The proceeds from your Investment Account will form part of your estate for inheritance tax purposes.

3. Key features of the TrinityBridge SIPP

Note: Stakeholder pension schemes are generally available and might meet your needs as well as the TrinityBridge SIPP. This key features document is based on our interpretation of current legislation and HMRC's practice and should not be relied upon for detailed advice or as a statement of law. Please remember that current tax benefits may change in the future which could affect the amount of benefits you receive.

The Key features document should be read in conjunction with the Key features illustration.

The TrinityBridge SIPP is a type of registered pension scheme known as a 'Self Invested Personal Pension' (SIPP), which allows you to make your own investment decisions. Like all registered pension schemes the TrinityBridge SIPP provides you with a means of saving for your retirement. It is a long term investment and is designed to provide you with more flexibility over how and when you take your benefits. This type of plan can also be known as a Money Purchase Pension Plan or a Defined Contributions Plan.

The TrinityBridge SIPP is designed to accept contributions and/ or transfers from existing pension arrangements.

The underlying legal framework for the TrinityBridge SIPP is that the Plan has been set up under trust and accepted as a registered pension scheme by HMRC. TrinityBridge Limited is the provider of the SIPP and has appointed Lion Nominees Limited as Trustee of the Scheme and TrinityBridge Limited to administer the Scheme.

TrinityBridge through the above entities acts as administrator, trustee and advisor to members of the TrinityBridge SIPP. TrinityBridge have systems and controls in place to mitigate this conflict of interest. The TrinityBridge SIPP is subject to the same legislation as a normal registered pension scheme, but it cannot be used to accept ongoing contributions from contracting out of the State Second Pension (S2P). This document provides you with the main points about the TrinityBridge SIPP and should be read in conjunction with the TrinityBridge SIPP Terms and Conditions set out in the TrinityBridge Terms and Conditions.

Aims

The TrinityBridge SIPP aims to provide you with:

A tax-efficient way to save for your retirement

The choice on how and when to take your benefits from the Normal Minimum Pension Age (NMPA) which is currently 55

A pension and a pension commencement lump sum on retirement

The flexibility to make investment decisions in respect of your pension, in accordance with the Terms and Conditions of the TrinityBridge SIPP

The ability to nominate beneficiaries to receive benefits on your death

Your investment

You can open a TrinityBridge SIPP to receive transfers of benefits from other pension arrangements you have. You can also pay into the TrinityBridge SIPP at any time

You can pay in up to the age of 75 and you can change your payments at any time

You cannot take your benefits until the NMPA of age 55 unless you retire early due to serious ill health or have a protected pension age as defined by the legislation

If you are in Capped Drawdown, the level of income you choose must be within HMRC's limits

Your commitment

To make payments to your pension plan, within the limits set by HMRC

To tell us if you stop being entitled to receive tax relief on your contributions

To wait until you are at least the NMPA age 55 before taking your benefits, unless you retire early due to serious ill health or have a protected pension age as defined by the legislation

To settle any fees which have been raised in relation to the administration of your SIPP

To notify us immediately of any changes to your circumstances which may affect your membership of the SIPP

To stop making contributions after you reach age 75

Risks

Benefits due to you may be lower than you expect if growth in your investments and interest rates are lower than those illustrated

If you take your benefits earlier than shown on your illustration, or stop paying regular contributions, your benefits may be lower than illustrated

High income withdrawals are unlikely to be sustainable if investment returns are low during the withdrawal period. They might also reduce any potential annuity

The higher the level of income withdrawals, the less you will have available to provide for dependants, or to buy an annuity in the future

The investment growth can be less than shown, and capital values can rise or fall

Annuity rates can change substantially over short periods of time, both up and down. They could be worse when you buy an annuity than they are now

The longer you wait before buying an annuity, the greater risk you bear of lower levels of income if you live longer than expected

Whilst you are able to contribute to your TrinityBridge SIPP, we will not accept contributions after you reach age 75

Reviews of your income limits could see a decrease in the amount of income that you are able to take from your TrinityBridge SIPP within a Capped Drawdown arrangement

The liquidity of your TrinityBridge SIPP needs to be considered when you decide to take benefits from your fund. Certain assets may take longer to realise than others

Our charges may change in the future

The tax efficient nature of registered pension schemes may change in the future

A pension sharing order, made by a court against your TrinityBridge SIPP, may reduce the value of your TrinityBridge SIPP by the value of the pension credit

It may take time to realise the value of certain underlying assets, e.g. collective investment funds that invest in property

The risks associated with your TrinityBridge SIPP may be higher or lower for certain categories of underlying investments. You should also be familiar with the content of the key features document

If you make contributions in excess of the annual allowance, you will be personally liable to pay a tax charge unless you have carried forward any unused allowance

Price inflation reduces the worth of all savings and investments

Questions and Answers

Q What does the TrinityBridge SIPP allow you to do?

The TrinityBridge SIPP allows you to build up a pension fund in a tax efficient way by obtaining tax relief on pension contributions and along with a more flexible approach to investments, it also allows more choice over how and when you take your benefits. You can hold a wide variety of investments in a SIPP. See 'What can I invest in?'.

Q Can I transfer other pension arrangements into my TrinityBridge SIPP?

Yes, you can transfer benefits from other pension arrangements you have such as SIPPS, Personal or Stakeholder Plans, Occupational Schemes and Retirement Annuity Contracts.

The TrinityBridge SIPP can accept uncrystallised transfers and transfers in drawdown whether partially or fully crystallised. The transfer can be in the form of cash and/or in-specie provided they are investments that we allow.

The TrinityBridge SIPP can accept transfers in as part of a Pension Sharing Order, both uncrystallised and/or crystallised.

We are unable to accept transfers in from Recognised Overseas Pension Schemes (ROPS).

Q What can I contribute to the TrinityBridge SIPP?

Although there is no limit on the level of contributions that you or your employer can make to your TrinityBridge SIPP, consideration needs to be taken as to whether the contribution will qualify for tax relief purposes. Under current legislation if you are a UK resident and have UK relevant earnings, your contributions qualify for tax relief at the highest rate you pay.

The maximum amount of contributions on which you can obtain tax relief in any given tax year is the greater of £3,600 and 100% of your relevant UK earnings.

Total contributions for tax relief purposes are also restricted to the Annual Allowance. The Annual Allowance is an annual limit set by HMRC. The current Annual Allowance is £60,000. Where total pension contributions exceed the annual allowance for a tax year, an annual allowance charge will be charged at your marginal rate of income tax on the excess above the annual allowance.

If you exceed the annual allowance, you may be able to carry forward any unused allowance from up to three previous tax years.

If you decide to draw flexible income via Flexi-Access Drawdown or Uncrystallised Funds Pension Lump Sum (UFPLS) from this, or any other money purchase pension savings the annual amount that can be contributed after that event, to a money purchase pension scheme, will be reduced to £10,000 per annum. This is known as the Money Purchase Annual Allowance (MPAA) and should this apply then you would no longer be able to carry forward unused allowances.

If your 'adjusted income' is more than £260,000, then you'll be subject to the tapered annual allowance. If you earn in excess of £260,000, the standard annual allowance will be reduced by £1 for every £2 of 'adjusted income' above £260,000 to a minimum of £10,000.00. Adjusted income is broadly taxable income adjusted to include the value of any pension savings for the relevant tax year.

Q How can I contribute to the TrinityBridge SIPP?

You, or anyone on your behalf, including your employer if you have one, can pay contributions regularly into a TrinityBridge SIPP on a monthly, quarterly or yearly basis and/or pay single contributions by electronic transfer.

Q What can I invest in?

Shares (Equities)

Must be listed on the London Stock Exchange, the Alternative Investment Market (AIM) or an exchange recognised by the FCA/ HMRC as a recognised exchange.

Investment Trusts

Shares in Investment Trusts including Real Estate Investment Trusts.

Exchange Traded Funds (ETFs)

Must be listed on the London Stock Exchange, the Alternative Investment Market (AIM) or an exchange recognised by the FCA/ HMRC as a recognised exchange.

Structured Products

All market linked products.

Cash

Cash held in the SIPP cash account within the portfolio.

Deposit Accounts

Fixed term rate deposits – only allowable if held with TrinityBridge Savings.

Government Gilts & Corporate Bonds (Fixed Income)

Collective Schemes

Pooled investments e.g. Unit Trusts and Open-ended investment company (OEIC)

The above list refers to instruments currently available to invest in the TrinityBridge SIPP. A wider range of investments are permissible for SIPPs in general.

What investments are not permitted?

Direct property including residential or commercial property (UK or abroad)

Unlisted Shares

Unregulated Collective Investment Schemes (UCIS)

Mutual (Insurance Company) funds

Commodities

National Savings & Investment Products (NS&I)

Second Hand Endowment policies

Cryptocurrencies

Intellectual Property

Offshore Investment Bonds

Venture Capital Trusts

Loans

Exotic Items

TrinityBridge reserves the right to change this list in the future and refuse other investments that are not explicitly listed above.

Q When can I take my benefits?

You can take benefits from your TrinityBridge SIPP from the NMPA, currently 55, regardless of whether you have retired from your current occupation. You cannot normally take the benefits before age 55, unless you retire due to ill health or have a protected low retirement age as defined by legislation.

Q How will my benefits be calculated?

Prior to 6 April 2024, the Lifetime Allowance was the maximum amount of pension savings that you could build up without incurring a tax charge. All benefits were previously tested against the Lifetime Allowance. The Lifetime Allowance has now been removed. From 6 April 2024, the Lump Sum Allowance (LSA) and Lump Sum & Death Benefit Allowance (LSDBA) have been introduced. The LSA is £268,275 and the LSDBA is £1,073,100. When you take benefits from your TrinityBridge SIPP, any lump sum will now be tested against these two new allowances.

Q What benefits can I have from the TrinityBridge SIPP?

You can normally take up to 25% of your TrinityBridge SIPP fund value as a Pension Commencement Lump Sum (PCLS) which is currently tax-free. The maximum amount that can be taken as a PCLS is £268,275 across all pension arrangements unless you hold a valid form of protection.

The remainder of your fund will then be used to provide you with an income either by way of Capped Drawdown, Flexi-Access Drawdown or by purchasing a lifetime annuity or potentially a combination of all three. Please note that Capped Drawdown is only available if you have accessed Capped Drawdown before 6 April 2015.

If you elect to take your benefits via UFPLS your payment will be made up of taxable and non-taxable elements. The amount of the non-taxable element will depend on whether you have sufficient lump sum allowance remaining.

Q How much income can I drawdown from the TrinityBridge SIPP?

This will depend on whether you are taking an income as Flexi-Access Drawdown, UFPLS or Capped Drawdown.

Flexi-Access drawdown allows you to:

Take 25% tax free as a PCLS, provided you have sufficient Lump Sum Allowance and use the remaining 75% to provide you with a taxable income. You do not need to take an income immediately from that part of your pension pot

Take withdrawals from your pension pot at any level you require, which will be taxed at your marginal rate of income tax. However be aware that the larger the withdrawals you take, the less of your pension pot will remain invested to help with your longer term income requirements

UFPLS allows you to:

Withdraw some or all of your uncrystallised funds i.e. non-drawdown funds as a lump sum

Take 25% of the payment tax-free and the remaining 75% taken as income at the point of payment at your marginal rate of tax. The 25% tax-free will be dependent on your available lump sum allowance so could be lower

You are not able to take a UFPLS:

From a Disqualifying Pension Credit (a pension credit paid from an ex-spouse when the pension it came from was already in payment)

Where you have Enhanced Protection with Lump Sum Protection

Where you have Primary Protection with Lump Sum Protection

If you have a Lifetime Allowance Enhancement Factor, 25% of the UFPLS must be tax-free.

Once a UFPLS has been taken from your SIPP, you will be subject to the MPAA and be limited to the amount of future contributions you can make across all schemes.

For Capped Drawdown, which is only available if you had accessed Capped Drawdown before 6 April 2015, there are limits laid down by the Government as to the maximum annual amount of income that can be taken from your fund, as shown in your illustration which will be produced when you elect to take benefits from your SIPP or in statements issued following periodic reviews of your income limit as required by legislation..

When taking Capped Drawdown, your age will decide when the maximum level of income you are entitled to is recalculated:

If you are under 75, we must re-calculate your maximum level of income at least every three years, or

75 or over, we must recalculate your maximum level of income every year

This recalculation may mean your maximum level of income may reduce or increase.

There is no minimum amount of income that you must take from your pension fund. You can vary the income level at any time subject to the current maximum.

You can convert your Capped Drawdown plan to Flexi-Access Drawdown at any time without charge. However, please note that where you have converted to Flexi-Access Drawdown and take an income, the amount you can contribute to a money purchase pension scheme will be reduced as you will be subject to the MPAA of £10,000.

Q What is an annuity and when can I buy one?

An annuity is an insurance product which pays income to the annuitant for a pre-determined period. Often purchased at retirement with the proceeds of a pension these can be set up to pay an income until the death of the annuitant.

Annuity rates change all the time, up and down. Remember, you can use your fund on the open market to take advantage of the best rates available from the whole range of insurance companies. An annuity can provide a fixed amount of income, or it can increase each year. It is also possible to buy an annuity which will continue to be paid to your dependants if you die.

Q What happens if I die?

When you die, your SIPP can be paid out as a lump sum or be paid out as income to your nominated beneficiaries. You can nominate beneficiaries to receive death benefits arising under your SIPP in the event of your death. Please note that the Trustees of the TrinityBridge SIPP will have sole discretion on the distribution of death benefits.

Please be aware that nomination is the only means by which a beneficiary can take the benefits on as a pension for pension income. Without a valid nomination, they can benefit but only as a Lump Sum Death Benefit payment.

The tax position on death will depend on your age and whether you have taken any pension benefits from your plan.

If you die before age 75, you can normally pass on your pension pot to any beneficiaries free of tax, provided that this is done within two years of the date of notification of your death. If the benefits are paid as income, this will be tax-free. For lump sums, this will be taxfree up to the available LSDBA, with any excess taxed as income.

If you die after age 75, any lump sum or income will be paid subject to tax at the beneficiaries highest marginal rate.

Q What happens if I stop paying contributions?

The fund in your TrinityBridge SIPP will remain invested, but your benefits may be lower than the figures illustrated.

Q What about tax?

If you are a UK resident, your regular and single contributions are paid net of basic rate tax, and we will collect the basic rate tax relief from HMRC. If you are a higher rate tax payer, you can claim the extra tax relief from HMRC via your self-assessment tax return. If your employer makes contributions, they will pay them gross. There is no tax relief on transfers from other pension funds into your SIPP. Remember that the rules on tax relief depend on individual circumstances and may change in the future without prior warning.

Contributions in excess of the annual allowance (including the MPAA which may apply after you have started to take income from your SIPP and the tapered annual allowance) will be subject to a tax charge at your marginal rate of income tax. Investments within the TrinityBridge SIPP enjoy freedom from UK tax on income and capital gains, except that tax may not be reclaimed on dividends. If you exceed the annual allowance, you may be able to carry forward any unused annual allowance from up to three previous tax years.

Any income withdrawals via Flexi-Access Drawdown, UFPLS, Capped Drawdown or by way of an annuity will be taxed under the PAYE system.

For death benefits, lump sums will be tax-free up to the available LSDBA, with any excess taxed as income. Any lump sum or income, paid out to your beneficiaries on your death after age 75 will be subject to the individual beneficiary's marginal rate of tax.

Q Can I transfer out?

Yes. However, if your TrinityBridge SIPP is in drawdown, you may only transfer to a registered pension scheme arrangement which has been set up for the purpose of receiving transfers from income withdrawal arrangements.

Q Can I change my mind?

Yes. You will have 30 days, from the commencement of the TrinityBridge SIPP, during which you have the right to change your mind. In order to exercise your right to cancel, you must send a signed confirmation to the Investor Support Team at the address shown in the 'How to contact us' section at the back of this booklet. If you cancel and the value of investments has fallen in the meantime, we will reduce the amount we pay back to reflect that fall. Your right to cancel will remain unaffected if any event beyond your control makes it impractical to communicate the wish to cancel.

IMPORTANT – Fixed Term Deposits must be held to maturity and cannot be closed before that date except in very limited circumstances. If you hold a Fixed Term Deposit in your SIPP, the SIPP cannot be closed or cancelled before the maturity of that Fixed Term Deposit. Please see the Terms and Conditions of the Fixed Term Deposit for further details.

Q Can I change my mind on subsequent transfers?

Yes. You will have the right to cancel any transfers from other registered pension schemes, whether they are received at the same time as when your TrinityBridge SIPP is opened or at a later date. You will be able to give us investment instructions during your 30 calendar day cancellation period. However, if you choose to cancel the transfer under the terms of the cancellation rights, any investment made using the transfer payment will be sold and we will arrange to transfer the proceeds to another provider chosen by you. The amount to be repaid may be less than the amount paid to us if the value of your investment has fallen at the time it is sold.

Note: It may not always be possible to return a transfer payment to the original pension scheme if you cancel the transfer payment, within the cancellation period, after the transfer has been received by us. In this circumstance you will need to arrange for another pension scheme to accept the transfer.

Q How will I know what my TrinityBridge SIPP is worth?

After we accept your application you will be able to view details of your account online. This includes in progress activity. Every quarter we will send you a statement showing the current value of your TrinityBridge SIPP. If you need information between statements please review your account online.

4. Key Features of the Junior ISA

Aims

To help the value of your child's money grow, or to provide an income, in a tax efficient way over the medium to long term

In the case of the JISA, to allow you to buy, switch or sell a wide range of investments on your child's behalf, including shares and gilts, as well as collective funds which include a range of funds to best suit your objectives

Your investment

There is no set term – you can invest for as long as you want but you should be prepared to invest for at least five years. When the child turns 18, ownership of the JISA will be transferred to that child and converted into an adult ISA

You can transfer previous years' JISA or Child Trust Fund (CTF) savings freely between stocks and shares and cash if you wish

Risks

As returns are dependent on investment performance, investing in a JISA carries risk. The value of the investment and any income from it can fall as well as rise, and is not guaranteed at any time. Your child may get back less than you originally invested

Our charges may increase in the future, which would reduce the value of your investment

If you cancel your child's JISA within 30 days of us accepting your application, and the value of your investments has fallen before we receive your instruction, you will get back less than originally invested

Any foreign investments will be affected by changes in currency exchange rates

If you are transferring from an existing JISA or CTF manager, there could be exit penalties or other charges imposed that reduces the value of your transfer before we receive it

Inflation will reduce what you can buy in the future

Tax rules may change

Questions and Answers

Q What is a JISA?

The government offers generous tax breaks to encourage you to save for yourself but also for your children. One of the most popular and accessible ways is through a Junior Individual Savings Account or JISA. A JISA allows you to save money for a child without paying income tax (or capital gains tax) on the interest or returns they receive.

A JISA is not an investment in its own right – the best way to think of a JISA is as a ‘wrapper’ in which you can shelter savings and investments from tax.

Q What is the JISA?

There are two types of JISA available in the market, a Cash JISA and a Stocks and Shares JISA, and a child can hold one of each. The JISA is a Stocks and Shares JISA and has tax advantages for most UK residents under 18 years of age. There is no UK income tax or capital gains tax to pay on any growth for qualifying UK residents investing up to the relevant JISA subscription limits.

Q Who can have a JISA?

Only parents or guardians with parental responsibility can open a JISA for their children under 18. As the registered contact, you need to be aged 18 or over to be eligible to open a JISA – you will also need to have your own account with us. The registered contact is responsible for managing the account until the child's 18th birthday, when the JISA automatically becomes an adult ISA. The money held in the account belongs solely to the child and withdrawals can't be made until they turn 18.

A child can have a JISA if they live in the UK and are under 18. A child cannot hold a Child Trust Fund (CTF) and JISA at the same time; therefore any existing CTF balance will need to be transferred into the JISA.

Q How much can I pay in?

You may subscribe to one JISA per child.

You may not subscribe to two (or more) JISAs in the same tax year, unless you make a transfer of the current year's subscriptions from one type of JISA to the other. In this case the subscriptions to the receiving JISA are treated as if these were made to the receiving JISA at the start of the year.

The JISA allowance for the current tax year is £9,000 and can be held in cash, stocks and shares or any combination of the two. Any contributions from 6 April each year will count towards your child's JISA limit for that tax year. This limit may be adjusted each tax year in line with the Consumer Prices Index. If you do not subscribe up to the limit in any tax year this cannot be carried forward or added to the subscription limit of the next tax year.

You can open a Stocks and Shares JISA by transferring an existing Stocks and Shares JISA or Child Trust Fund (CTF), or part of an existing cash JISA. You can also make a cash payment to the plan. You will need to check with the transferring JISA Manager to see if they will charge you for the transfer.

Q Can I make further investments?

Yes – at any time, as long as you do not exceed the JISA subscription limits for that tax year. There is no limit to how many transfers of previous years' subscriptions you can make.

Q How do I make further investments?

There are a number of ways you can add more money:

By debit card or direct debit at any time, or

By making a transfer of all of an existing CTF, or by transferring all of an existing Stocks and Shares JISA or some or all of a Cash JISA

In certain circumstances, cheques may be accepted, at our discretion.

You can stop or change your regular payments at any time by contacting us.

Q What can I invest in my JISA?

The JISA gives you the opportunity to choose from a wide range of different investments including funds, stocks and shares and gilts available through the Self Directed service.

Q Will I receive income from my investment?

Yes – if you choose to invest in a fund which pays income. When opening the account you will be able to set your preferences on what to do with any income. Please note however, that you cannot withdraw the income from the JISA.

Q Can I switch investments within my JISA?

Yes – you can decide how your money is invested and switch investments within your JISA at any time. You will need to bear in mind that underlying investment providers may have their own limits for switching and how much must remain within a particular investment.

Q What could I get back?

Your child will get back the value of the investments held in their JISA at the time the investments are sold. There is no guaranteed amount and they may get back less than invested. The amount they get will depend on the following factors:

How much invested

The length of time it is invested

The performance of the underlying investments

Charges

Amount of any withdrawals taken

The Terms and Conditions of the underlying investment

Q How will I know what my JISA is worth?

The TrinityBridge portal allows you to view and manage your child's JISA at any time. On a quarterly basis we will send you a statement showing the current value of your child's JISA.

Q How do charges and expenses affect my TrinityBridge JISA?

We do not levy a charge for the JISA, however there may be third party fees and charges associated with buying and selling investments which you choose to hold in your JISA.

Q How do I withdraw money from the JISA?

Save for a limited number of exceptions, no withdrawals can be made from the JISA until the child turns 18 years of age. Once the eligible child turns 18 the JISA automatically becomes an adult ISA and, subject to acceptance of the child as a TrinityBridge client (which shall include completion of our anti-money laundering and identity verification checks), withdrawals can be made on a regular basis, or as a single lump sum and your child can choose which underlying investments are sold to make the payment. Please refer to section 1 of this Key Features and Charges Document for more information about the Stocks and Shares ISA.

Q What about Tax?

You pay no capital gains tax, no further tax on any income within a JISA, and you don't need to declare JISAs on your tax return. If used regularly, your annual allowance offers you the chance to create a substantial tax-efficient portfolio for your child.

Tax benefits depend on individual circumstances. This tax treatment may change in the future. We are unable to provide you with individual tax advice. The taxation information above is based on our interpretation of current legislation and HMRC practice. Please remember that current tax benefits may change in the future.

Q Can I transfer my existing JISA to my JISA at any time?

Yes – you may transfer all of your child's current or previous year JISA or CTF, or part or all of a current or previous year's cash JISA at any time.

A transfer may be made in cash or by re-registering assets subject to our and your existing JISA Manager's agreement.

You will need to check with your existing JISA Manager whether they will make a charge to sell the assets and transfer the money in cash or make a charge to re-register the assets.

Q Can I transfer to another JISA Manager at any time?

Yes – you can transfer your JISA to another JISA Manager at any time provided this request is made in writing to us. You may transfer all of your current year's JISA, or part or all of a previous year's JISA at any time, provided your new JISA Manager agrees to the transfer. A transfer may be made in cash or by re-registering assets subject to the new JISA Manager's agreement.

We will not apply a charge for making a transfer.

Q Can I change my mind?

Yes – you will have 30 days from the date of your application during which time you have the right to change your mind. In order to exercise your right to cancel, you must do so in writing. If you cancel your child's JISA and the value of investments has fallen in the meantime, they will receive less than originally invested.

Q What happens if the child dies?

If the child dies, the account will continue but the tax benefits of the JISA will cease from the date of their death. The parent or guardian as the personal representative would then need to close the JISA. On receiving evidence of the child's death, we will take instructions from the child's personal representatives to sell the investments and pay the balance together with any interest earned up to the date of closure. The balance will take into account any gain or loss in the value of the investment.

5a. Schedule of Charges, Discounts and Interest Payable

The following schedule is applicable to the Stocks and Shares ISA, Investment Account, TrinityBridge SIPP and JISA unless otherwise indicated. Please also refer to the 'SIPP Schedule of Fees' for details of specific additional charges relating to the TrinityBridge SIPP.

Set up charges

Set up of account	Free
Contributions to account	Free
Transfers In from another provider	Free (note that the transferring provider may make a charge for transferring investments or cash proceeds to TrinityBridge)

On-going charges

Holdings of funds within Unit Trusts and OEICs, Equities, Investment Trusts, Exchange Traded Funds, Gilts and any other exchange traded securities

The Platform Fee for My WealthPartner Online is calculated per annum based on the combined value of investments held by you and your family on our online platform and is deducted monthly

Amount invested	Tiered Pricing
Up to £500,000	0.25%
£500,001-£1,000,000	0.175%
£1,000,001-£1,500,000	0.05%
£1,500,001-£2,000,000	0%
Above £2,000,001	0%

Holdings of cash and Fixed Term Deposits (excluding money market funds)

Free (see below for details of interest payments)

We do not charge the Platform Fee on cash held on our platform but we may retain an element of the interest income earned on this. This will vary with the rate received from the institutions where client money is held but, if cash represented approximately 2.5% of your total holdings, then the annualised net interest income we receive will typically equal approximately 0.06% of the value of your holdings.

Transaction charges

Purchase or sale of Unit Trusts and OEICs	No charge is levied by TrinityBridge
Switching from one Unit Trust or OEIC to another	No charge is levied by TrinityBridge
Purchase or Sale of Equities, Investment Trusts, Exchange Traded Funds, Gilts and any other exchange traded securities	To the extent that we charge a dealing fee, this will not exceed £8.95. You should always check the online trading screens and any order confirmations prior to submitting your transaction request, as any applicable fees and charges will be clearly shown

Fund Manager charges	
Fund Manager initial charges	No initial charges are levied by fund manager on clean (commission-free) share classes of funds
Taxes and levies charged by the government	
Stamp Duty	0.5% (rounded up to the nearest £5) on all UK share purchases of over £1,000 effected by means of a stock transfer form
Stamp Duty Reserve Tax (SDRT)	0.5% on all electronic 'paperless' UK share purchases
Panel on Takeovers and Mergers (PTM) levy	£1 on all UK share deals over £10,000
Interest on cash	
Interest on cash (excluding Fixed Term Deposits and money-market funds)	Interest paid on cash held in your Account (other than in the course of settlement of transactions on your behalf) will be calculated daily and paid monthly. The rate of interest payable can be found through the Self Directed homepage of our website and may be less than the rate we earn
Printed reports and archived information	
The sending of a printed version of your six monthly report which is available within your Online Account	£10 one off fee for each request
Copies of contract notes, vouchers and copies of entries in books or electronic recorded media relating to your transactions for a period of six years from the date of the transaction	£10 one off fee for each request

6. TrinityBridge SIPP – Schedule of Additional Fees

Fee type	Fee amount	When is the fee taken?
Standard fees		
Establishment fee	Nil	N/A
Annual administration fee	Nil	N/A
Contributions		
As part of establishing a TrinityBridge SIPP	Nil	N/A
Subsequent single contributions	Nil	N/A
Starting and variations to regular contributions	Nil	N/A
In-specie contribution	Nil	N/A
Direct Debit collection and amendment	Nil	N/A
Transfers In		
As part of establishing a TrinityBridge SIPP	Nil	N/A
Cash transfer in	Nil	N/A
In-specie transfer in	Nil	N/A
Transfers Out		
Transfer out to UK scheme	Nil	N/A
In specie transfer out	Nil	N/A
Transfer out to overseas scheme	Nil	N/A
Residual cash transfer out	Nil	N/A
Benefits and payments fees		
Setting up drawdown pension	£50 + VAT	Upon completion of transaction
Review of income limits*	£75 + VAT	Upon completion of transaction
Uncrystallised Funds Pension Lump Sum (UFPLS) payment fee	£50 + VAT	N/A
Income payments from the fund	Nil	N/A
Arranging death benefits	£250 + VAT	Upon completion of transaction
Arranging a serious ill health lump sum	£75 + VAT	Upon completion of transaction

*Capped Drawdown only

Investment administration fees		
Ad-hoc valuation fee	Nil	N/A
Duplicate paper statement or valuation	Nil	N/A
Corporate Actions	Nil	N/A
Miscellaneous fees		
Excess fund repayment (refund of overpaid contribution)	£75 + VAT	Upon completion of transaction
Implementing pension sharing order	£500 + VAT	Upon completion of transaction

7. Important information about TrinityBridge Investments

Q What if I have a complaint?

If your complaint is about the service you have received from TrinityBridge, please write to us at the address shown in the 'How to contact us' section at the back of this booklet. You can ask us for a copy of our complaints procedure at any time. If you're not satisfied with the way your complaint is dealt with, or if your complaint is not dealt with in eight weeks, you can contact:

The Financial Ombudsman Service
Exchange Tower
London E14 9SR
Telephone: 0800 023 4567

If you have a complaint regarding an individual investment, this should be directed to the specific fund manager or company concerned. A copy of our complaints procedure is available on request. Making a complaint will not affect your legal rights.

Client categorisation

We classify you as a 'retail client' under Financial Conduct Authority rules. This means you will receive the highest level of regulatory protection available for complaints and you will receive information in a straightforward way. Most retail clients are also eligible to claim under the Financial Services Compensation Scheme.

Conflicts of Interest Policy

Details of our conflicts of interest policy are available on request.

Q Where can I see your Terms and Conditions?

Your rights as the holder of a Stocks and Shares ISA, Investment Account and a TrinityBridge SIPP are set out in the TrinityBridge Terms and Conditions, which may be subject to change in the future and are available on our website.

Q How is this affected by the law?

The laws of England and Wales govern the relationship we have with you prior to, and on conclusion of any contract, and the parties submit to the exclusive jurisdiction of the Courts of England.

Taxation information

Any taxation information contained in this guide is based on our interpretation of current legislation and HM Revenue & Customs practice. Please remember that current tax benefits may change in the future.

8. Can I Claim Compensation?

– The Financial Services Compensation Scheme

Q What is the FSCS?

We are members of the Financial Services Compensation Scheme ("FSCS") – the UK's compensation fund for customers of authorised financial services organisations, which may pay compensation if a firm is unable, or likely to be unable, to pay claims against it. In the event we are unable to meet our liabilities, you may be eligible for compensation within the rules of the FSCS.

Q What are you covered for?

Investment – Funds and other non-cash holdings

The maximum level of compensation for claims against firms in default is £85,000 per person per fund manager. If you are a TrinityBridge Self-Directed Service client you shall not share in the full protection offered by FSCS in respect of receiving bad or misleading advice. We do not offer advice through this service

Deposit holders

In respect of TrinityBridge Limited deposits, an eligible depositor is entitled to claim up to £85,000. For joint accounts, each account holder is treated as having a claim in respect of their share so, for a joint account held by two eligible depositors, the maximum amount that could be claimed would be £170,000. The £85,000 limit relates to the combined amount in all the eligible depositors' accounts with the bank, including their share of any joint account, and not to each separate account

Please see the FSCS Information Sheet below for detailed information regarding how the scheme applies to TrinityBridge Limited deposits.

More information

For further information about the compensation provided by the FSCS (including the amounts covered and eligibility to claim) please refer to the FSCS website [fscs.org.uk](https://www.fscs.org.uk) or call the FSCS on **020 7741 4100** or **0800 678 1100**. Please note only compensation related queries should be directed to the FSCS.

We would be delighted to talk

We have offices across the UK.

If you would like further information or to arrange an initial meeting, please contact us by telephone* on 0800 988 8565 or email advice@trinitybridge.com

trinitybridge.com



*Telephone calls made to TrinityBridge may be recorded and/or monitored.
Visit trinitybridge.com/privacy-policy for more information about how we use your data.

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TBR5267. April 2025.