

Claim form – withdrawing from flexi-access drawdown with The People's Pension

the
people's
pension

Customer number

Use this form if you want to take a lump sum from your flexi-access drawdown account with The People's Pension.

If you'd rather complete this claim online, please visit www.peoplespartnership.co.uk/onlineaccount.

Pension scams are increasing. Find out how to avoid them by reading the 'Avoiding pension scams' section in in your cover letter.

Are you aware of the risks involved with taking money from your flexi-access drawdown account?

Please read the information below carefully. If you're unsure about how this will impact you, you can call Pension Wise on **0800 138 3944** to book a free appointment.

Making your money last...

Think about how much money you're taking from your pension savings and how long you expect this to last. If you're expecting your savings in flexi-access drawdown to last throughout your retirement, you'll need to plan and take withdrawals carefully.

How withdrawals are taxed

Withdrawals are taxed in the same way as earned income. So if you're still receiving an income elsewhere, by taking a withdrawal you could be pushed into a higher income tax bracket and end up paying more tax. If you're not receiving an income from elsewhere, taking a withdrawal (more than your personal allowance) will mean you'll pay tax on the excess.

For your first withdrawal, if we don't have your tax code, you'll be taxed using the temporary (emergency) rate. Often this means you'll pay too much tax. You can reclaim any overpayment from HM Revenue & Customs.

Taking a withdrawal will affect your money purchase annual allowance (MPAA)

This will affect you if you, or your employer, continue to contribute to a defined contribution pension scheme (like The People's Pension).

The MPAA is the amount of money you can pay into your pension savings and receive tax relief on. After you take a withdrawal your MPAA will reduce to £10,000 for that tax year and any future tax years. This will apply to future pension savings made into a defined contribution pension, like The People's Pension. If you do continue to save into your pension(s), and add more than £10,000 you'll need to pay an annual allowance charge.

Taking money from your pension savings is likely to affect your entitlement to means-tested benefits

If you're receiving means-tested benefits and take a withdrawal you'll need to tell the Department for Work & Pensions (DWP), and your local authority (if appropriate). It's likely to affect your entitlement to: Employment and Support Allowance (income-related), Jobseeker's Allowance (income-based), Housing Benefit, Pension Credit, Income Support and Universal Credit.

The DWP's factsheet has more on this at www.gov.uk/government/publications/pension-flexibilities-and-dwp-benefits.

Money you withdraw could be made available to your creditors to pay any debts

If you're in debt, money you take from your pension savings could be made available to your creditors to pay those debts. If you're concerned about this you can contact Pension Wise, Citizens Advice or MoneyHelper for more information.

Watch out for pension scams

Pension scams are increasing. Find out how to avoid them by reading the 'Avoiding pension scams' section in your cover letter or visit www.thepensionsregulator.gov.uk/docs/pension-scams-booklet-members.pdf

1. Your personal details

Title (Mr/Mrs/Miss/Ms)

Forename(s)

Surname

Address

Date of birth

D	D	M	M	Y	Y
---	---	---	---	---	---

Previous address (if at current address less than 3 months)

Email

Phone number

2. When taking a withdrawal from your flexi-access drawdown account

- each lump sum you take must be a minimum of £200* – or the rest of the savings in your flexi-access drawdown account
- you can take one lump sum a tax month, for example, from 6 May to 5 June. We don't charge you for taking lump sums
- if you're invested in multiple funds, every time you take a payment, we'll reduce your holding in each fund proportionately (the units sold will be in proportion to the value held in each fund)
- we'll send your annual statement for your flexi-access drawdown account by post.

Taking all of your savings from your flexi-access drawdown account

Please tick below if you would like to take all your pension savings from your flexi-access drawdown account.

I would like to take all my savings as a lump sum from my flexi-access drawdown account. Yes ☐ No ☐

Taking part of your savings from your flexi-access drawdown account

Please indicate below how much of your pension savings you would like to take from your flexi-access drawdown account.

I would like to take £_____ of my pension savings as a lump sum from my flexi-access drawdown account.

Every withdrawal you make from flexi-access drawdown will be taxed as earned income at the highest rate you pay.

* Due to daily changes in unit prices, the proceeds from the selling of these units may be higher or lower than the withdrawal requested. This means that you may receive less than the minimum withdrawal of £200.

3. Bank account details

We will make any lump sum payments from your pension savings directly to your bank or building society account. The account must be based in the United Kingdom and must be a single or joint account in your own name. All the details you provide will remain confidential and will only be used for this purpose.

Bank name

Bank address

Postcode

Bank sort code

Bank account number

Account holders name/s

Building society roll number (if applicable)

Account holders signature/s

We need you to provide us with bank and identity evidence

Bank account – to prevent fraud we need evidence of your bank account, so please enclose a copy of one of the following:

Bank statement (within 3 months) ☐

Paying-in slip ☐

Void cheque (mark as cancelled) ☐

Proof of identity – to make sure we know who you are, please enclose a copy of one of the following:

Current driving licence ☐

Current passport ☐

We may also use an electronic verification service through SmartSearch to help us verify your identity. This check will be visible on your credit file but will not affect your credit rating. If the electronic check does not provide us with satisfactory evidence, we may ask for further proof, such as a recent utility bill. This evidence is essential and is required by law to ensure we comply with Money Laundering Regulations.

4. Confirmation

Choosing what to do with your pension savings is important and can be an irreversible financial decision. We strongly recommend that you contact Pension Wise for free, impartial guidance about your options. For advice based on your own personal circumstances, you should speak to an independent financial adviser (that specialises in retirement planning).

Please read the following declarations carefully and sign and date the form, then return it to UFPLS/FADClaims@peoplespartnership.co.uk

- I understand that information provided to me by People's Partnership does not constitute as advice or guidance and must not be taken as an authoritative statement of the law or the basis for retirement planning.
- I understand that the information and personal data I've provided and any personal data about me that is held by People's Partnership in connection with my pension pot(s) may be disclosed in accordance with People's Partnership's data protection policies.
- I confirm that to the best of my knowledge and belief the information I've provided is true and complete. I authorise People's Partnership to carry out my requests as set out in this claim form.
- I understand that any Direct Debit instruction I have given to People's Partnership for my pension savings may be cancelled if this withdrawal extinguishes my pension savings with The People's Pension.
- I understand my withdrawal will be taxed as earned income and that if I have other income, it could push me into a higher tax band and I could end up paying more tax.
- I understand that when I take a withdrawal, if HMRC has not supplied People's Partnership with my tax code for that tax year, I will be taxed using a temporary (emergency) rate and I may have to reclaim any overpayment of tax from HMRC.
- I understand that when I make a withdrawal from my flexi-access drawdown account, I'll have a reduced money purchase annual allowance of £10,000 in that tax year and any future tax years. I understand that future pension savings over the money purchase annual allowance will incur an annual allowance charge.

By signing and dating below you're confirming that you have read, understood and agree to all the statements above.

Signature

Date

D	D	M	M	Y	Y
---	---	---	---	---	---