

Private & Confidential

Ms M Lunnon
Pension Practitioner.com
Daws House
33 – 35 Daws Lane
London
NW7 4SD

Contact: Steve Draper
Our Ref: BOMBAR/20471728
Date: 10 October 2013

Dear Ms Lunnon

The Bombardier Transportation UK Pension Plan

Member Name: Mr G W Thomas

Thank you for returning the completed forms in respect of the possible transfer of benefits from the Bombardier Transportation UK Pension Plan.

The Cash Equivalent Transfer Value was calculated in August 2012 and the guarantee period has since expired. Also, the member discharge and receiving scheme information forms have been revised due to Pensions Liberation and the completed forms no longer apply.

In order for the transfer to proceed I would be grateful if you could arrange for the enclosed forms to be completed and returned please.

The member should complete the following form:

- Member Discharge Form – Form 2

I enclose the following forms for the scheme administrator to complete and return:

- Receiving Scheme Information Form – Form 3
- Authority Form (IT1) – Form 4
- Trust Based Occupational Scheme Form – Form 5
- Personal/Stakeholder Pension Scheme – Form 6
- Section 32 Buy Out Policy – Form 7

The scheme administrator should forward a copy of the schemes Trust Deed & Rules and current screen print from HMRC website confirming the schemes PSTR number. Also, I would be grateful if details of the relationship between Steadfast Rail Solutions Ltd and Pension Practitioner.com could be provided please.

As a result of requests being received that involve improper transfers, HM Revenue and Customs (HMRC) and the Pensions Regulator has amended its practice for bona fide arrangements to follow when dealing with transfers. HMRC has reiterated that it is the transferring scheme's responsibility to make the necessary enquiries and to determine that the receiving scheme is a bona fide arrangement.

Please note that as part of our procedures, we need written consent so that we may approach HMRC, if required, to check that The Gordon Thomas Pension Fund is a registered pension scheme. Please arrange for the Authority Form (IT1) to be signed in the event that we require this confirmation, as without it we would not be able to proceed with the transfer of the member's benefits.

- The member should be aware that transfers should only be made on the basis that the transfer value is to be used for the purpose of providing him with pension benefits in retirement. These benefits cannot normally be taken before age 55. Please also note that on retirement the Plan offers the HMRC Post A-Day maximum cash lump sum. However, the members April 2006 lump sum is protected and would be payable if higher than the HMRC figure. This protection may be lost if the pension is transferred.

For further information, a warning against early release of pensions published by the Pensions Regulator can be read via: www.thepensionsregulator.gov.uk/press/pn12-05.aspx

I trust the above is satisfactory. If you have any questions regarding this letter, please contact me on the above number/email address or at the address below.

Yours sincerely



Steve Draper
Pension Operations

Enclosed:

Transfer Out Member Schedule
Member Discharge Form
Receiving Scheme Information Form
Authority Form (IT1)
Trust Based Occupational Scheme Form
Personal/Stakeholder Pension Scheme Form
Section 32 Buy Out Policy Form

TO BE COMPLETED BY THE MEMBER

Please return forms to: The Bombardier Transportation UK Pension Plan, Capita, Hartshead House, 2 Cutlers Gate, Sheffield S4 7TL

Part A Personal Details

Title:	Mr / Miss / Mrs / Ms / Dr (delete as applicable) / other		
Surname:		Forename(s):	
Date of Birth:		National Insurance Number:	
Address:			

Part B Transfer Options

In exercise of my statutory right to a Cash Equivalent Transfer Value in accordance with Chapter IV of the Pension Schemes Act 1993, I require the Trustees to (✓ one box only):

☐ **Cancel my Application**

I no longer wish to proceed with the transfer of my benefits

☐ **Transfer my pension rights to my nominated scheme**

I wish to transfer my pension rights in The Bombardier Transportation UK Pension Plan to the following nominated pension arrangement:

Name of receiving scheme:	
Address for correspondence:	

TO BE COMPLETED BY THE MEMBER

Please return forms to: The Bombardier Transportation UK Pension Plan, Capita, Hartshead House, 2 Cutlers Gate, Sheffield S4 7TL

Part C Declaration

IMPORTANT: Please complete the following declaration:

- In exercise of my statutory right to a Cash Equivalent Transfer Value in accordance with Chapter IV of the Pension Schemes Act 1993, I require the Trustees to transfer my benefits to my nominated arrangement.
- I have considered the option of taking independent financial advice.
- I understand that if The Bombardier Transportation UK Pension Plan is not satisfied that my nominated arrangement satisfies all the requirements under the relevant pensions legislation, the transfer will not take place.
- Contracted-out schemes only - I have been given full details of my new scheme and I understand the nature of the benefits payable from it, including the benefits that the transfer payment will provide. I have also been made aware of any conditions on which the benefits provided in exchange for the transfer could be forfeited or withheld.
- Contracted-out schemes only (transfer of GMPs/Section 9(2B) Rights to a non-contracted scheme) - I consent to the transfer of my contracted-out benefits. I confirm receipt of a statement from the Receiving Scheme showing the benefits to be awarded in respect of the transfer payment, and I accept that:
 - the benefits to be provided by the Receiving Scheme may be in a different form and of a different amount to those which would have been payable by The Bombardier Transportation UK Pension Plan, and
 - there is no statutory requirement on the Receiving Scheme to provide for survivor's benefits out of the transfer payment.
- I understand that the benefits to be awarded to me under the Receiving Scheme in respect of my Cash Equivalent Transfer Value will be different from those that would have been available from The Bombardier Transportation UK Pension Plan. I also realise the benefits at retirement may be more or less than those I would have received from The Bombardier Transportation UK Pension Plan.
- I realise that the payment of a transfer value will fully discharge The Bombardier Transportation UK Pension Plan from any liability to pay benefits to me, my dependants or my estate.

Upon payment of the Cash Equivalent Transfer Value as requested above, neither I nor any other person will have any further rights to benefits in respect of my membership of The Bombardier Transportation UK Pension Plan.

Signed: _____

Date: _____

Name: _____

The information provided will be processed by Capita for purposes only associated with The Bombardier Transportation UK Pension Plan and will be used in accordance with its policies and the Trust Deed & Rules and the Data Protection Act 1998.

TO BE COMPLETED BY THE RECEIVING SCHEME (ALL SCHEMES)

Please return forms to: The Bombardier Transportation UK Pension Plan, Capita, Hartshead House, 2 Cutlers Gate, Sheffield S4 7TL

Please confirm the type of arrangement your scheme may be classified as: (Please tick)

1	A Registered Occupational Pension Scheme (complete Form 5)	☐
2	A Registered Personal Pension or Stakeholder Pension Scheme (complete Form 6)	☐
3	A Relevant Statutory Scheme (complete Form 5)	☐
4	A Former Approved Superannuation Fund ("Old Code Scheme") (complete Form 5)	☐
5	Registered Retirement Annuity Contract (complete Form 6)	☐
6	A Deferred Annuity Contract or Section 32 Buyout Policy (complete Form 7)	☐

Please contact me immediately if the proposed transfer is a non-UK based pension arrangement as different requirements will apply.

	<u>Yes</u>	<u>No</u>
<u>Is the Scheme a Registered Pension Scheme?</u>	☐	☐

If no, please provide details on a separate sheet. Please note that transfers to unregistered schemes are not permitted transfers under the Finance Act 2004.

Please provide the following documentation:

	Enclosed?
• Your Pension Scheme Tax Reference (PSTR) Number	☐
• A copy of the contracting out certificate where contracted out rights form part of the transfer payment or confirm you are a contracted in scheme able to accept payment of this transfer	☐
• Assurance that the transfer value is not payable through an independent broker	☐
• A completed copy of the Authority Form IT1 (enclosed) to allow us to approach HMRC (if required) to confirm that the Receiving Scheme is registered for tax purposes.	☐

TO BE COMPLETED BY THE RECEIVING SCHEME (ALL SCHEMES)

Please return forms to: The Bombardier Transportation UK Pension Plan, Capita, Hartshead House, 2 Cutlers Gate, Sheffield S4 7TL

NAME OF TRANSFERRING SCHEME: The Bombardier Transportation UK Pension Plan

DECLARATION AND FORM OF AUTHORITY TO APPROACH HM REVENUE AND CUSTOMS

I confirm that the details given in this form concerning the pension scheme named below are correct to the best of my knowledge.

We hereby give our consent to the Trustees of the above named pension scheme, and to Capita acting on their behalf, to approach HM Revenue and Customs to confirm the tax registration status of the pension scheme named below.

Signature: _____

Date: _____

Name: _____
(BLOCK CAPITALS)

Position: _____

Name of Scheme: _____

PSTR Number: _____

The information provided will be processed by Capita for purposes only associated with The Bombardier Transportation UK Pension Plan and will be used in accordance with its policies and the Trust Deed & Rules and the Data Protection Act 1998.

TO BE COMPLETED ONLY BY TRUST BASED OCCUPATIONAL PENSION SCHEMES

Please return forms to: The Bombardier Transportation UK Pension Plan, Capita, Hartshead House, 2 Cutlers Gate, Sheffield S4 7TL

Part A Member Details

Title:	Mr / Miss / Mrs / Ms / Dr / (delete as applicable) / other		
Surname:		Forenames (in full):	
Date of Birth:		NI Number:	

Part B Receiving Scheme Warranties

In respect of the above member's request to pay a Cash Equivalent Transfer Value to the Receiving Scheme, we warrant that:

- The Receiving Scheme is a registered pension scheme and a **screen print from the Pension Schemes Online page showing the Scheme Name and the Pension Scheme Tax Reference (PSTR) number is attached**. Further, we authorise Her Majesty's Revenue & Customs (HMRC) to give you confirmation or otherwise that the Receiving Scheme is a registered scheme.
- The benefit to which the transfer value relates for service after 16 May 1990 has been equalised in accordance with the Equality Act 2010, **except for any Guaranteed Minimum Pension (GMP)**. The GMP has been calculated in accordance with Pension Schemes Act 1993.
- The Member is a bona fide employee of the current employer which is a current participating employer in the Receiving Scheme.
- We have received a Transfer Out Member Schedule in respect of The Bombardier Transportation UK Pension Plan.

	Yes	No
Is the Scheme an insured Scheme?	☐	☐
If yes, please state the name of the Life Office insuring the Scheme's benefits:		

TO BE COMPLETED ONLY BY TRUST BASED OCCUPATIONAL PENSION SCHEMES

Part C **Receiving Scheme Details**

Name of Receiving Scheme:			
PSTR Number*:			
ECON Number*:		SCON Number*:	
Date Contracted-Out Employment began in Receiving Scheme:			
Address of Scheme Administrator:			

* Please provide documentary evidence.

Part D **Receiving Scheme Bank Details for BACS Transfer**

Name(s) of Account Holder(s):			
Bank Name:			
Bank Address:			
Sort Code:		Account Number:	

TO BE COMPLETED ONLY BY TRUST BASED OCCUPATIONAL PENSION SCHEMES

Part F Declaration

We confirm that:

- The information contained within this form is correct to the best of our knowledge.
- The Receiving Scheme is capable of accepting the transfer payment and that this will be applied to the above scheme for the benefit of the above member in accordance with the rules thereof.

Signed: _____

Date: _____

Full Name: _____

On Behalf Of: _____

The information provided will be processed by Capita for purposes only associated with The Bombardier Transportation UK Pension Plan and will be used in accordance with its policies and the Trust Deed & Rules and the Data Protection Act 1998.

TO BE COMPLETED ONLY BY PERSONAL/STAKEHOLDER PENSION SCHEME PROVIDER

Please return forms to: The Bombardier Transportation UK Pension Plan, Capita, Hartshead House, 2 Cutlers Gate, Sheffield S4 7TL

Part A Member Details

Title:	Mr / Miss / Mrs / Ms / Dr / (delete as applicable) / other		
Surname:		Forenames (in full):	
Date of Birth:		NI Number:	

Part B Receiving Scheme Warranties

In respect of the above member's request to pay a Cash Equivalent Transfer Value to the Receiving Scheme, we warrant that:

- We are a provider satisfying the requirements of Section 154 of the Pensions Act 2004, and are regulated by the Financial Services Authority (FSA).
- The member's Cash Equivalent Transfer Value will be applied to one or more policies under a Personal/Stakeholder Pension Scheme which is registered under Chapter 2 Part 4 of the Finance Act 2004. Please find enclosed a **screen print from the Pension Schemes Online page showing the Scheme Name and the Pension Scheme Tax Reference (PSTR) number**. Further, we authorise Her Majesty's Revenue & Customs (HMRC) to give you confirmation or otherwise that the Receiving Scheme is a Registered Pension Scheme.
- The benefit to which the transfer value relates for service after 16 May 1990 has been equalised in accordance with the Equality Act 2010, **except for any Guaranteed Minimum Pension (GMP)**. The GMP has been calculated in accordance with Pension Schemes Act 1993.
- We have received a Transfer Out Member Schedule in respect of The Bombardier Transportation UK Pension Plan.

	Yes	No
Has the member taken up immediate membership of the personal/stakeholder pension scheme?	☐	☐
If no, is CA1888/CA1889 applicable?	☐	☐

TO BE COMPLETED ONLY BY PERSONAL/STAKEHOLDER PENSION SCHEME PROVIDER

Part C Receiving Scheme Details

Name of Receiving Scheme:	
PSTR Number*:	
Address of Provider:	

*Please provide documentary evidence.

Part D Receiving Scheme Bank Details for BACS Transfer

Name(s) of Account Holder(s):			
Bank Name:			
Bank Address:			
Sort Code:		Account Number:	

TO BE COMPLETED ONLY BY PERSONAL/STAKEHOLDER PENSION SCHEME PROVIDER

Part E Declaration

We confirm that:

- The information contained within this form is correct to the best of our knowledge.
- The Receiving Scheme is capable of accepting the transfer payment and that this will be applied to the above scheme for the benefit of the above member in accordance with the rules thereof.

Signed: _____

Date: _____

Full Name: _____

On Behalf Of: _____

The information provided will be processed by Capita for purposes only associated with The Bombardier Transportation UK Pension Plan and will be used in accordance with its policies and the Trust Deed & Rules and the Data Protection Act 1998.

TO BE COMPLETED ONLY BY THE INSURANCE COMPANY/PROVIDER (SECTION 32 BUY OUT)

Please return forms to: The Bombardier Transportation UK Pension Plan, Capita, Hartshead House, 2 Cutlers Gate, Sheffield S4 7TL

Part A Member Details

Title:	Mr / Miss / Mrs / Ms / Dr (delete as applicable) / other		
Surname:		Forenames (in full):	
Date of Birth:		NI Number:	

Part B Receiving Scheme Warranties

In respect of the above member's request to pay a Cash Equivalent Transfer Value to the Receiving Scheme, we warrant that:

- We are a provider satisfying the requirements of Section 154 of the Pensions Act 2004, and are regulated by the Financial Services Authority (FSA).
- The member's Cash Equivalent Transfer Value Sum will be applied by us to one or more policies which satisfy the requirements of Section 95 (2)(c) of the Pension Schemes Act 1993. Please find enclosed a **screen print from the Pension Schemes Online page showing the Scheme Name and the Pension Scheme Tax Reference (PSTR) number**. Further, we authorise Her Majesty's Revenue & Customs (HMRC) to give you confirmation or otherwise that the Receiving Scheme is a Registered Pension Scheme.
- The benefit to which the transfer value relates for service after 16 May 1990 has been equalised in accordance with the Equality Act 2010, **except for any Guaranteed Minimum Pension (GMP)**. The GMP has been calculated in accordance with Pension Schemes Act 1993.
- We have received a Transfer Out Member Schedule in respect of The Bombardier Transportation UK Pension Plan.

TO BE COMPLETED ONLY BY THE INSURANCE COMPANY/PROVIDER (SECTION 32 BUY OUT)

Part C Receiving Scheme Details

Name of Receiving Scheme:

PSTR Number*:

Address of Insurance
Company/Provider:

* Please provide documentary evidence.

Part D Receiving Scheme Bank Details for BACS Transfer

Name(s) of Account Holder(s):

Bank Name:

Bank Address:

Sort Code:

Account Number:

TO BE COMPLETED ONLY BY THE INSURANCE COMPANY/PROVIDER (SECTION 32 BUY OUT)

Part E Declaration

We confirm that:

- The information contained within this form is correct to the best of our knowledge.
- The Receiving Scheme is capable of accepting the transfer payment and that this will be applied to the above scheme for the benefit of the above member in accordance with the rules thereof.

Signed: _____

Date: _____

Full Name: _____

On Behalf Of: _____

The information provided will be processed by Capita for purposes only associated with The Bombardier Transportation UK Pension Plan and will be used in accordance with its policies and the Trust Deed & Rules and the Data Protection Act 1998.