

Pension Scheme Return & Event Questionnaire 2013

Scheme Name P.C.M......

Information required for the pension scheme return

The scheme administrator is required to complete a pension scheme return for the tax year. We undertake this as part of our pension scheme service to the trustees. The return is over 11 pages long. In addition, there may be an event report due; presently there are over 16 different event reports that may arise.

We have condensed the information needed into a short questionnaire. Please answer the questions below using the notes section if you feel we require further information and return this form to us. If there are any parts of this form that you are unsure of please contact your scheme consultant.

Commencing on 6th April 2012 and ending on 5th April 2013

If other dates please specify: From: _____ to year end: _____

Questions:

Did the Scheme acquire, own or dispose of Property during the period?	yes / <u>no</u>
If so, was this property from a **Connected Party/Parties?	yes / <u>no</u>
Did the Scheme acquire, own or dispose of any shares in the sponsoring employer?	yes / <u>no</u>
Did the Scheme acquire, own or dispose of shares in an unquoted company, excluding the sponsoring employer?	yes / <u>no</u>
Did the Scheme make, or have during the period, a Loan TO a Connected Party/Parties? (this does not include borrowings made TO the Scheme from banks/building societies or other financial institutions)	yes / <u>no</u>
Did the Scheme have any interest in *tangible moveable property?	yes / <u>no</u>
Did the Scheme acquire, own or dispose of any other assets from a **Connected Party/Parties directly or indirectly?	yes / <u>no</u>
Did any member take funds from the Scheme, other than as pension income?	yes / <u>no</u>
Did the Scheme hold cash at bank during the period?	yes / <u>no</u>
If so, can you itemise any transactions that we may not be aware of within the period of the return?	use notes section

*Tangible moveable property includes: Assets that you can touch and move, such as fine wines, machinery, works of art, assets that have a lifespan of less than 51 years e.g. patents.

**A connected party includes: A relative, a partner, co-director, or co-trustee.

A connected party may also include a company that does not participate in the scheme but may be connected to you through the associations given above.