Pension Scheme Return & Event Questionnaire

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 20 different event reports that may arise during a scheme year – a fine arises for incorrect on non reporting of an event report.

We have condensed the information needed for the returns into a short questionnaire. Please check the appropriate box and return this form to us. If there are any parts of this form that you are unsure of please contact your scheme consultant.

Pension Scheme tax year ending 5th April 2009	**Yes**	**No**
Were payments to and from the scheme more than £100,000	✓	
Were the gross pension assets more than £400,000		✓
Did the scheme undertake any transactions with the employer, member or a connected party*	✓	
Did the scheme have any interest in land/property or tangible moveable property**	✓	
Did the scheme have any shares in the sponsoring employer		✓
Were there any loans outstanding to a member or person connected to the member		✓
Did the scheme acquire any assets from a connected party, directly or indirectly		✓
Was there any cash on deposit		✓
Were any assets acquired on arms length terms – e.g. stocks/shares and assets acquired from a wholly unconnected firm such as a stockbroker. Another example of arms length is commercial property acquired at auction.		✓
Has there been any loans from the scheme in the last 12 months		✓
Did any member make any drawings from the scheme - expenses, pension or otherwise		✓
Were there any payments to the employer sponsoring the pension scheme		✓