



GENERATION PLANNING BOND


GUIDE FOR GENERATION PLANNING BOND APPLICANTS


This booklet is for your use and is not required to be returned to Utmost PanEurope dac.

For further help in completing the application form, contact your financial adviser or our Customer Support team.

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A WEALTH *of* DIFFERENCE

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Calls may be monitored and recorded for training purposes and to avoid misunderstandings.

Utmost PanEurope dac is regulated by the Central Bank of Ireland (No 311420). Its registered office is Navan Business Park, Athlumney, Navan, Co. Meath C15 CCW8, Ireland. Utmost PanEurope dac is a Category A Insurance Permit holder with the Jersey Financial Services Commission.

Utmost Wealth Solutions is registered in Ireland as a business name of Utmost PanEurope dac.

UI PR 0067 | 10/24

IMPORTANT INFORMATION

- › Failure to disclose any information which might influence our assessment of your application may invalidate the contract. Any additional information should be supplied on a separate piece of paper and attached to the application form before submission. Your financial adviser should make us aware of all enclosed documentation in their covering letter when submitting the application form on your behalf
- › You should check with your adviser that this product is suitable for you and that no taxation, exchange control or insurance legislation prevents you from taking out a Generation Planning Bond
- › The personal illustration provided to you should match the investment details mentioned in the application. If there have been any changes in the investment details between the date of that illustration and the submission of this application, you should ask your financial adviser for an updated illustration
- › A **Declaration of Health** will be required if all outstanding requirements, including cleared funds, are not received within three months of the underwriting decision. If you are declined by our underwriters, then we will return your premium. Please note that no interest will be paid
- › It is important to note that when the bond is issued, the appointed trustee(s) will be the policyholder(s). You can appoint yourself as a trustee as well as being the creator of the trust
- › Ensure that you provide a **Generation Planning Bond Discretionary Trust Deed** or a **Generation Planning Bond Absolute Trust Deed** along with the full **Generation Planning Bond Application Form**.

BEFORE YOU BEGIN

This guide has been designed to assist you with completing the application form. Before completing the application form ensure you have also read the current Generation Planning Bond **Product Guide**, your **Personal Illustration, Key Features Document**, any applicable disclosure documents and our **Guide to Charges**. In addition, your financial adviser will be able to provide you with any relevant supporting literature in relation to your individual circumstances.

Contact our Customer Support team for a copy of the Policy Conditions, which will detail the principle terms and conditions applicable to you and your bond. Once the bond has been issued you will receive a copy of the Policy Conditions and the Policy Schedule for your bond.

FATCA AND REPORTING REQUIREMENTS

The Foreign Account Tax Compliance Act (FATCA) as implemented under Irish law, and the Common Reporting Standard Regulations 2014 require us to gather necessary information to determine if the bond is subject to these agreements. Refer to the **Tax Information Exchange Pack for Entities** for further information.



The application form identifies the Settlor's (applicant) status under FATCA and the Ireland - United Kingdom agreement. The **Tax Information Exchange Pack for Entities** should be used to identify any other controlling persons, which will include the trustees (where different to the applicant(s)) and any named beneficiaries (absolute trust version only).

ELIGIBILITY

The Generation Planning Bond is not available for applicants who are:

- › Naturally aged 95 or over, or
- › Rated to be aged 95 or over after underwriting.

If the application is on a joint basis, and one applicant fails to meet the above criteria, the application can continue on a single applicant basis.

Joint cases must be either a married couple or a registered civil partnership.

Please speak to your financial adviser for more details or refer to the **Generation Planning Bond Product Guide** for details.

We assume that you are UK resident and domiciled when applying for this bond.

WHERE TO SIGN

- › The **financial adviser** will need to sign the '**Introducer's details**' in all cases
- › **Applicant(s)** will need to sign the '**Applicant declaration**' in all cases. Note this allows access to medical information, which is required to proceed with the application
- › The Platform Adviser will be required to sign where a Platform / Platform Adviser is nominated in section N2
- › If **initial adviser charges** are to be facilitated by Utmost PanEurope dac before the premium is invested, the **applicant(s)** must sign to agree to pay an initial adviser charge. If **ongoing adviser charges** are to be facilitated from the bond, the **trustees** must also sign
- › If the application form is being signed under an Enduring or Lasting, Power of Attorney we will require a certified copy of the Power of Attorney document. The identity and address of the Attorney will need to be verified and identified in addition to the applicant. We will also need a letter from the Court of Protection providing permission for the application.

A POLICY DETAILS **MANDATORY**

ALL applicants must complete this section.

A3 - UTMOST'S PRODUCT MANAGEMENT CHARGE

The Generation Planning Bond uses our Flex-Charge charging structure, enabling you to select your preferred balance between the level of initial (one-off) product management charge and the level of ongoing quarterly product management charges. You will find more information on Flex-Charge in our **Guide to Charges** available from your financial adviser or from our website. Your financial adviser will be able to help you select the option that is best for you.

A4 - NUMBER OF SEGMENTS

If you do not specify the number of segments that you would like, the bond will automatically default to the maximum number of segments available for your investment.

The minimum value per segment is £500 and you can have a maximum of 9,999 segments.

The number of segments that make up the bond can affect the flexibility, including the taxation of your bond at the time of distribution. As such it is very important that you discuss this with your financial adviser before submitting your application and take into account not only the size of your investment, but also any future financial objectives.

B POLITICALLY EXPOSED PERSONS DETAILS **MANDATORY**

A Politically Exposed Person (PEP) is a term used to describe someone who is currently, or has previously been, entrusted with prominent public functions or responsibilities, for example: a Head of State, a holder of a senior political or government post, a senior member of the Judiciary or the Military, a senior employee of a State Owned Corporation, or a board member of a Central Bank. Immediate family members are close associates of a PEP should be considered a PEP in their own right.

'IMMEDIATE FAMILY MEMBERS' INCLUDE:	'CLOSE ASSOCIATE' INCLUDES:
<ul style="list-style-type: none"> › a spouse › a partner considered by law as equivalent to a spouse, such as registered civil partner › a child and their spouse or partner › a sibling › a sibling-in-law › a parent › a parent-in-law › a grandparent › a grandchild. 	<ul style="list-style-type: none"> › a business partner or joint beneficial owner of a business › someone who is acting as Attorney or is a nominee for the PEP.

C APPLICANT DETAILS

MANDATORY

C6 - WHAT IS THE RELATIONSHIP OF APPLICANT 1 TO APPLICANT 2?

We can only accept joint cases where the applicants are married or in a registered civil partnership.

C15, C16, C17 & C18

These questions are to satisfy our reporting obligations under US FATCA and other reporting regimes, such as the International Tax Compliance (United Kingdom) Regulations 2014 and the Common Reporting Standard.

D APPLICANT MEDICAL DETAILS

MANDATORY

Any questions that have not been completed could cause a delay to the general practitioner's report being completed.

If you have any questions regarding the underwriting process please refer to our **Guide to Underwriting** or contact our Customer Support team on **+44 (0) 203 038 3941**.

E PREMIUM DETAILS

MANDATORY

The total payment **E1** should include any initial adviser charge amount that you would like us to facilitate on your behalf, outside the bond, before the remaining premium is invested. For example, if you are sending us a total payment of £200,000 and you would like us to facilitate a payment of £2,000 from that amount to your financial adviser, please enter £200,000 not £198,000 in the box provided.

If you are applying for two separate trusts, you will need to specify the total net premium to be invested into each trust in **F1b**. The net amounts given here must be greater than the minimum premium.

We do not pay credit interest on premiums received prior to bond issue.



Your bond will not start until we have received all outstanding requirements, including cleared funds. For more information, contact our Customer Support team on **+44 (0) 203 038 3941**.

If you exercise your right to cancel the bond within the 30 day cooling off period and if the value of the investment falls before we receive your cancellation form, an amount equal to the fall in value will be deducted from any refund you receive. However, if the value of the investment has increased you will only get back the amount of your initial investment, minus any charges for advice already paid.

F TRUST DETAILS

MANDATORY

This section is mandatory and is to be completed by the applicant(s).

1a) To be completed in all cases.

1b) Only to be completed if you are applying for both an absolute and a discretionary trust and splitting your premium indicated in **E1** across these two trusts. If you are setting up an absolute and a discretionary trust, the order in which they are established affects the taxation and you should discuss this with your adviser before completing this section.

Please be aware that this trust may be required to be registered on the relevant trust registration portal. Speak to your financial adviser for more information.

G REGULAR WITHDRAWALS

MANDATORY

Regular withdrawals must be set up at outset and will be taken equally across all policy segments within your bond.

You can request that your withdrawals increase either incrementally or in line with the UK Retail Prices Index. However, once you have specified your withdrawals they cannot be changed in the future. Therefore you should carefully consider the level of regular withdrawals that you will require before completing the application.

Payments can only be made to the Settlor's bank account. The payment method used will be BACS transfer for sterling payments to UK clearing banks only. Payments made by BACS take three to five working days to clear through the banking system.

H ADVISER CHARGING

OPTIONAL

Adviser charges are agreed between you and your financial adviser, to pay for the advice and related services you receive from them. These charges should match the information shown in the Personal Illustration provided to you, by your financial adviser. You can pay your adviser through the following charges:

- › Initial adviser charge - Outside the bond only. Initial adviser charges are paid as a monetary amount through Utmost PanEurope dac before the premium is invested into the bond. The net premium received, after payment of the charge, must meet the minimum investment requirement
- › Ongoing adviser charge - Taken from the value of the bond and is to be agreed by your trustees. If you, the applicant, are to be a trustee, you will need to sign as a trustee also.

To facilitate an initial adviser charge, the applicant(s) must sign under **Initial Adviser Charge** and to facilitate an ongoing adviser charge, the trustees must sign under **Ongoing Adviser Charge**.



Any ongoing adviser charges agreed to be paid from the bond will be treated as a withdrawal and will form part of your 5% annual tax-deferred entitlement. Refer to our **Guide to Charges** for more information.

Adviser charges which your trustees agreed to pay from your bond can only be made through a single withdrawal (across all segments).

Investment Adviser Charges and EMC Investment Adviser Charges can be facilitated once the bond has been issued. To facilitate these the trustees would need to complete the **Nomination of Investment Adviser Form** or the **Nomination of External Manager and/or Custodian Form**, together with an **Adviser Charges Pack**. Any Investment Adviser Charges or EMC Investment Adviser Charges can only be for investment advice given in relation to the bond.

For detailed information about adviser and investment adviser charges and how these may be applicable to you, please see the **Guide to Charges** available on our website www.utmostinternational.com or from your financial adviser on request. Your financial adviser will also be able to answer any questions you may have.

Also, you should consider the amount of premium that you will need to set aside to cover any adviser charges you have agreed. For further details on setting aside money to cover charges and withdrawals please speak to your financial adviser.

I SOURCE OF WEALTH

MANDATORY

CURRENT/PREVIOUS EMPLOYMENT DETAILS

This section must be completed in every instance.

Source of wealth describes the activities that have generated the applicant(s) funds. All investments are assessed on a case-by-case basis; depending on the answers provided in this application we may request independent evidence of source of wealth. You will find examples of appropriate documentary evidence within the margin throughout section I of the application.

The bond will not be issued until the information is received and a satisfactory risk assessment is completed.

J IDENTIFICATION REQUIREMENTS

MANDATORY

Must be completed in **ALL** cases.



If you are unable to provide a piece of evidence listed in Part 1 due to exceptional circumstances, you will be required to provide an explanation and two pieces of evidence from Part 2.

If you do not hold one of the documents listed in Part 2, refer to our **Anti-Money Laundering and Source of Wealth Pack** for an extended list of acceptable identity documents. This leaflet can be obtained from your financial adviser or on request from our Customer Support team on **+44 (0) 203 038 3941**.

SUITABLY CERTIFIED COPY DOCUMENTATION

We can accept certification of copy documents as set out in the **Anti-Money Laundering and Source of Wealth Pack** leaflet which can be obtained from your financial adviser or on request from our Customer Support team on **+44 (0) 203 038 3941**.

If you wish to appoint a corporate trustee, please see the **Anti-Money Laundering and Source of Wealth Pack** which can be obtained from your financial adviser or from our Customer Support team on **+44 (0) 203 038 3941**.

In summary, the persons who can certify these documents within the UK includes but is **NOT** limited to:

- › a financial adviser
- › a notary public
- › a lawyer or advocate.



The documents provided must be written and certified in English or accompanied by a translation into English that is also certified.

K INTRODUCER'S DETAILS

MANDATORY

To be completed by the financial adviser in **ALL** cases.

L INVESTMENT OPTIONS **MANDATORY**

OPEN ARCHITECTURE	<p>Open Architecture allows you to link your bond to a variety of external funds and cash deposits from some of the world’s leading investment management groups and banking institutions.</p>
EXTERNAL MANAGER	<p>External Manager is our coverall phrase for a suitably qualified investment firm which you may wish to nominate to manage a portfolio of assets linked to the value of your bond.</p> <p>You may nominate an External Manager on either a Discretionary or Advisory basis.</p>
PLATFORM / PLATFORM ADVISER	<p>A Platform will be responsible for the provision of custody and dealing administration services to a portfolio linked to the value of your bond. A nominated Platform Adviser will be appointed by us to liaise directly with the Platform to place trading orders upon the portfolio.</p> <p>The term Platform Adviser refers to the firm you nominate, which is then appointed by us to arrange and/or manage the portfolio held on Platform.</p> <p>You may nominate a Platform Adviser on either a Discretionary or Advisory basis.</p>

For more information regarding the available investment options speak to your financial adviser.

M FUND SELECTION, CASH DEPOSITS AND DEALING ACCOUNT



Where you choose to nominate an external firm, section M1 can be left blank.

M1 - FUND SELECTION

In order to avoid potential delays in investment, as much detail as possible should be provided.

SEDOL/ISIN are the identifying reference codes given to third party funds. Please ensure the SEDOL or ISIN code is quoted in all instances to avoid potential delays in investment.

M2 - CASH DEPOSITS

Cash deposits are available from a number of banking institutions. For the most recently available cash deposit information contact our Customer Support team or speak to your financial adviser.

DEALING ACCOUNT

It is important to ensure that necessary arrangements are put in place so that the Dealing Account does not become overdrawn. Where the Dealing Account becomes overdrawn, debit interest may be charged and will be applied to the Dealing Account at the end of each calendar quarter. For more information on charges, the Dealing Account and debit interest refer to our **Guide to Charges**.

To avoid an overdrawn position, you should consider whether you wish to leave a cash balance within the Dealing Account to cover the bond charges, regular withdrawals and, where applicable, adviser charges paid to your financial adviser. Once the balance of the Dealing Account reaches a negative value we will automatically sell units from the highest valued fund, or you may wish to nominate one or more funds to cover the overdrawn account. The sale and/or purchase of units will incur a dealing charge per transaction.

For more information on the Dealing Account and negative balances, contact our Customer Support team on **+44 (0) 203 038 3941**.

N EXTERNAL MANAGEMENT AND CUSTODY (EMC)

Utmost PanEurope dac, at all times, has discretion over the firms which can be nominated and appointed within a bond. Prior to trading with external entities, such as those which might be nominated in sections N1 and N2 of the application form, Utmost PanEurope dac requires robust Investment Management and Custody contracts to be placed with the nominated firm to ensure accounts linked to a bond are being maintained in a sufficiently controlled environment.

Where the term ‘EMC’ (External Manager and/or Custodian) is used, this is with reference to any firm nominated within sections N1 and N2 of the application form.

Because Utmost PanEurope dac must at all times retain beneficial ownership of the External Account and all assets within the External Account, the policyholder (your appointed trustees) has only a limited authority in connection with the linked investments within the External Account. The appointed trustees as policyholder will have the authority to:

- › Agree or reject the trading recommendations given by the EMC, or provide specific trading instructions to the EMC (applicable to advisory service only)
- › Where applicable, confirm to the EMC the investment strategy including the level of risk applied to manage the assets held within the External Account
- › Receive direct reporting from the EMC including, but not limited to, details of cash balances and safe custody holdings and value within the External Account
- › Receive full disclosure of investment charges and terms
- › Change the adviser charge facilitated from the bond. Please note, changing any existing instructions may require a new adviser charges agreement to be completed.

In this section of the application form, we ask you to choose the basis on which you would like us to appoint the firm you have nominated to manage the portfolio. Below is a brief explanation of each service basis.

A DISCRETIONARY BASIS	The External Manager or Platform Adviser will make investment decisions without any specific consultation with your trustees. The nominated firm has the necessary regulatory authorisation to perform this discretionary service.
AN ADVISORY BASIS	The External Manager or Platform Adviser confirms that each investment decision implemented by them will be the result of prior discussions with your trustees. The nominated firm must retain evidence of this agreement or such instruction.

N1 - EXTERNAL MANAGER DETAILS

This section must be completed if nominating an External Manager. Any missing information might result in a delay in account opening and investment.

N2 - PLATFORM AND PLATFORM ADVISER DETAILS

- › This section must be completed if nominating a Platform and Platform Adviser. Any missing information might result in a delay in account opening and investment
- › The firm you have nominated in this section must complete and sign section N4.

N3 - APPLICANT DECLARATION MANDATORY IF SECTION N IS COMPLETED

The terms and conditions detailed in section N3 are relevant only where you have nominated an external service to manage your investment in sections N1 and/or N2. They should be read thoroughly and understood prior signing at the end of section **N3**. If you do not understand or have concerns about any part of this declaration, speak to your financial adviser before you sign it.

N4 - PLATFORM ADVISER DECLARATION

- › This section must be completed and signed by your nominated firm. Any missing information may cause delays in account opening and investment
- › The terms within this declaration apply to your nominated firm and relate to a number of important requirements to be placed upon them by accepting the nomination.

○ APPLICANT DECLARATION

MANDATORY

This declaration must be read and signed by you. If you do not understand any aspect of the declaration agreement, ask your financial adviser to explain before you sign the form.

By selecting the appropriate boxes, you are able to request a copy of the medical report and be informed of any variation in the underwriting terms. There may be a delay in processing your application when you choose these options. If there is a delay of more than 90 days, there may be a need to complete a **Declaration of Health Form** and your financial adviser will be able to advise you where this is the case.

If you have any questions about your rights under the legislation or questions relating to the process of obtaining, assessing or storing medical information, please write to: **Utmost PanEurope dac, Navan Business Park, Athlumney, Navan, Co. Meath, C15 CCW8, Ireland.**

Once your bond has been issued you will receive a copy of the Policy Conditions along with your Policy Schedule which fully details all terms and conditions that are applicable to you and your bond.

If you wish to obtain a copy of the Policy Conditions, contact our Customer Support team on **+44 (0) 203 038 3941**.

HOW WE USE YOUR INFORMATION

More details about how we use your information, your rights over this information and how you can exercise your rights can be found in the applicable Privacy Notice. We publish our Privacy Notice on our website at www.utmostinternational.com or you can contact us on **+44 (0) 203 038 3941** to request a copy.