JAMES HAY PARTNERSHIP

James Hay Partnership SSAS

Permitted Investments List

Our pension arrangements are highly flexible in terms of the choice of investment structure.

Permitted Investments

Stock Exchange listed companies
AIM and OFEX companies
Deposits
Unit trusts and OEICS
Government Securities
Quoted Debentures, loan stocks
Traded futures and options (relating to stocks and shares on a recognised futures exchange)
Companies quoted on a recognised overseas stock exchange
Building Society permanent interest bearing shares (PIBS)
Second hand endowment policies
Insurance company managed funds and unit linked funds
Direct property purchase (including commercial property, agricultural land, hotels, nursing homes and public houses, both in the UK and overseas)
Hedge funds

Exchange Traded Funds
Contracts for Difference
Shares in unquoted private companies
Shares in Sponsoring Employers (restrictions apply)
Offshore funds
Investment grade gold bullion
Real Estate Investment Trusts (REITS)
Pooled investment vehicles and syndicates where the Member cannot influence or control the investment (known as "Genuinely Diverse Commercial Vehicles")
Intellectual property
Loans to unconnected third parties
Loans to sponsoring employers

Non-Permitted Investments

Direct purchase of residential property
Direct purchase of tangible moveable property (art, antiques etc)
Commodities
Loans to Member Trustees or any connected parties other than the Sponsoring Employer
Wasting assets (defined as having an expected life span of 50 years or less)
Property limited liability partnerships
Premium bonds
Residential ground rents
Indirect investment in residential property and tangible moveable property (i.e. where the pension fund purchases shares or units in a company or fund which enables the member or connected parties to control or influence the investment strategy of that company or fund. For example, the SSAS purchases 50% of the shareholding in a company which invests in residential property.

Please note that the James Hay Partnership is not authorised to give advice on investments. If you do not already have an independent financial adviser, information can be obtained from www.unbiased.co.uk or telephone 0800 085 3250.

Arranging Investments

A SSAS allows a wide variety of investments to be arranged. These notes provide some general guidance, but cannot include all situations, as these are too diverse to be covered by one document. If you require any assistance with arranging an investment please contact us or your Financial Adviser.

DEPOSIT ACCOUNTS

The account must be in the name of the SSAS. It is mandatory that our Professional Trustee is a co-signatory together with one or more Member Trustees.

Example

You will need to complete the application form accordingly, and forward it to us for signing and returning / sending on. The initial deposit can be made either by cheque, BACS or CHAPS.* This is arranged by us once the account details are known.

Statements must be issued to both the Professional Trustee and the Member Trustees. If the deposit taker will only issue statements to one address, these must be sent to the Professional Trustee.

EQUITIES, INVESTMENT TRUSTS, FIXED INTEREST SECURITIES, WARRANTS, PIBS, FUTURES, OPTIONS.

In most cases, these are purchased via an investment manager or stockbroker. You can choose which investment manager or stockbroker the SSAS will open an account with, as long as the relevant firm is appropriately regulated by the Financial Services Authority in the UK to undertake that type of investment business.

If you open an investment management account, this can be on an advisory, discretionary or execution only basis - again the choice is yours. The account must be in the name of the SSAS. It is mandatory that our Professional Trustee is a co-signatory together with one or more Member Trustees.

Example

Transactions can be authorised by the Member Trustees, PROVIDED the proceeds from any sales are either paid to the investment manager / stockbroker account (in the name of the SSAS), the SSAS Bank account, or another account in the name of the SSAS, for which our Professional Trustee is a co-signatory

You will need to complete the Nominee Account application form and forward it to us for signing and returning / sending on.

Portfolio valuations should be sent to the Professional Trustee and the Member Trustees. If the investment manager / stockbroker will only send these to one address, these must be sent to the Professional Trustee.

UNIT TRUSTS, OPEN-ENDED INVESTMENT COMPANIES (OEICS), UNDERTAKINGS FOR COLLECTIVE INVESTMENTS IN TRANSFERABLE SECURITIES (UCITS).

These can be accessed direct from the fund manager, or via a fund supermarket or other platform.

In either case, the application form must be completed in the name of the SSAS. It is mandatory that our Professional Trustee is a co-signatory together with one or more Member Trustees.

Example

Transactions can be authorised by the Member Trustees, PROVIDED the proceeds from any sales are paid to the SSAS bank account, or another account in the name of the SSAS, for which our Professional Trustee is a co-signatory.

You will need to complete the application form and forward it to us for signing and returning / sending on.

The investment can be made either by cheque, BACS or CHAPS.* This is arranged by us once the application form is complete.

Statements must be issued to the Professional Trustee and the Member Trustees. If the fund manager / platform manager will only issue statements to one address, these must be sent to the Professional Trustee.

* CHAPS payments will incur a charge

INSURANCE COMPANY MANAGED FUNDS

Transactions must be authorised by the Member Trustees and our Professional Trustee. You will need to complete the application form and forward it to us for signing and returning / sending on.

Example

The Members have a SSAS administered by James Hay Partnership. The application form must be completed in the name of the SSAS. It is mandatory that our Professional Trustee is a co-signatory together with one or more Member Trustees.

The investment can be made either by cheque, BACS or CHAPS.* This is arranged by us once the application form is complete.

Statements must be issued to the Professional Trustee and the Member Trustees. If the Insurance Company will only issue statements to one address, these must be sent to the Professional Trustee.

TRADED ENDOWMENT POLICIES

These are usually accessed from a Traded Endowment Policy market maker. An application form is usually used which must be completed in the name of the SSAS. It is mandatory that our Professional Trustee is a co-signatory together with one or more Member Trustees.

Example

The Members have a SSAS administered by James Hay Partnership. The Members will need to complete the application form and forward it to us for signing and returning / sending on.

The investment can be made either by cheque, BACS or CHAPS.* This is arranged by us once the application form is complete.

The proceeds from any sales must either be paid to the SSAS bank account, or another account in the name of the SSAS, for which our Professional Trustee is a co-signatory.

Contract notes/valuations must be issued to the Professional Trustee and the Member Trustees. If the Market Maker will only issue statements to one address, these must be sent to the Professional Trustee.

* CHAPS payments will incur a charge

PROPERTY

Property purchases can be time consuming and complex. Therefore, once you have identified a property you wish to purchase, please contact the SSAS department who will send you a Property Questionnaire in order to determine if the property is an allowable investment under HM Revenue & Customs regulations.

GENERAL POINTS

Neither James Hay Partnership nor its' Professional Trustee companies accept any liability or responsibility for investment decisions made by the Member Trustees or their adviser(s).

There are usually no additional James Hay Partnership fees for arranging the purchase and sale of investments although there will be a charge for property transactions, loans, and unquoted share purchases. Any third parties executing transactions may apply their own charges. However, we reserve the right to charge additional fees on a time cost basis, should the amount of work involved exceed that covered by the annual fee. The Member Trustees will be notified in advance wherever possible, should this become necessary.

This guideline is based on our understanding of current law and HM Revenue & Customs practice, which are subject to alteration.

James Hay Partnership is able to provide literature in alternative formats. The formats available are: Large Print (as recommended by RNIB), Braille, Audio Tape and PC Disk. If you would like to receive this document in an alternative format please contact us on 0845 850 4455. For the hard of hearing and / or speech impaired, please use the Typetalk service via 18001 0845 850 4455.

James Hay Partnership is the trading name of James Hay Insurance Company Limited (JHIC) (registered in Jersey number 77318); James Hay Pension Trustees Limited (JHPT) (registered in England number 1435887); James Hay Administration Company Limited (JHAC) (registered in England number 4068398); James Hay Wrap Managers Limited (JHWM) (registered in England number 4773695); James Hay Wrap Nominee Company Limited (JHWNC) (registered in England number 07259308); The IPS Partnership Plc (IPS Plc) (registered in England number 1458445); PAL Trustees Limited (PAL) (registered in England number 01666419); IPS Pensions Limited (IPS) (registered in England number 2601833), Union Pension Trustees Limited (UPT) (registered in England number 02634371), Union Pensions Trustees (London) Limited (UPTL) (registered in England 01739546) and The Santhouse Pensioneer Trustee Company Limited (TSPTCL) (registered in England number 01670940). JHIC has its registered office at IFG House, 15 Union Street, St Helier, Jersey, JE1 1FG. JHPT, JHAC, JHWM, JHWNC, IPS Plc, IPS and TSPTCL have their registered office at Trinity House, Buckingway Business Park, Anderson Road, Swavesey, Cambs, CB24 4UQ. PAL and UPT have their registered office at Queen Square House, 18-21 Queen Square, Bristol, BS1 4NH. UPTL has its registered office at Boundary House, 91-93 Charterhouse Street, London, EC1M 6HR. JHIC is regulated by the Jersey Financial Services Commission and JHAC, JHWM, IPS Plc and IPS are authorised and regulated by the Financial Services Authority. The provision of Small Self Administered Schemes (SSAS) and trustee and/or administration services for SSAS are not regulated by the FSA. Therefore, IPS Pensions Limited and The IPS Partnership Plc are not regulated by the FSA in relation to these schemes or services.

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www.jameshay.co.uk