

Modular GIA Charges Schedule

**CHARGES
APPLICABLE
FROM 31 MAY 2017**

This document sets out James Hay Partnership's charges for setting up and administering a Modular GIA. It also provides you with a guide to all day-to-day transaction costs applied by James Hay Partnership, and answers some frequently asked questions about our charges.

There is a glossary and explanation of terms on page 8 to help you understand the terminology used. This is a legally binding document between you and James Hay Partnership and Section 1 of this Charges Schedule forms part of your Modular GIA Terms and Conditions. You should read this document carefully. If you do not understand any point, please contact your Financial Adviser. You should also read:

Key Features of the Modular GIA

Modular GIA Permitted Investments List

Modular GIA Terms and Conditions

Modular GIA Application Form

Modular iPlan Technical Guide

We will charge you VAT in addition to our charges where VAT is applicable.

If you use the services of a third party, such as an Investment Manager or Stockbroker, additional charges may apply to your Modular GIA and VAT may be payable on services provided by these third parties. For details on third party charges please refer to Section 3.

Section 1

CHARGES

Initial charges

Type of charge	When is the charge taken?	Amount
Set up charge (via online application process)	N/A	Nil
Set up charge (for applications made using the Application Form received at James Hay Partnership in paper format)	On receipt of new money	£30 plus VAT

Core annual charges

Type of charge	When is the charge taken?	Amount
Annual administration charge	N/A	Nil

Module annual charges

Type of charge	When is the charge taken?	Amount
Whole of Market Module	Annually in advance	£100 plus VAT
Specialist Investments Module	Annually in advance	£350 plus VAT

Contributions

Type of charge	When is the charge taken?	Amount
Single or regular cash contributions	N/A	Nil
In-specie contribution	N/A	Nil

Transfers in

Type of charge	When is the charge taken?	Amount
Cash transfer in	N/A	Nil
In-specie transfer in (per transfer)	On completion of the transfer	£50 (max £200 p.a.) plus VAT

Investments

Type of charge	When is the charge taken?	Amount
Setting up a cash deposit with one of the providers on our Cash Panel	N/A	Nil
Setting up a model portfolio on the Managed Portfolio Panel	N/A	Nil
Setting up a Panel Stockbroker/Investment Manager Account ¹	N/A	Nil
Annual platform charge ² First £300,000 On next £300,000 On next £400,000 On next £500,000 Over £1,500,000	Monthly in arrears Monthly in arrears Monthly in arrears Monthly in arrears Monthly in arrears	0.25% 0.20% 0.15% 0.05% 0.01%
Investment Centre transactions - buy sell or switch	On completion of the transaction	Online: Nil Paper: £20 (Per instruction)

¹ For details of our Panel Stockbrokers/Investment Managers, please see our website at www.jameshay.co.uk.

² The charge is calculated on or around the first day of each month and is based on a percentage of the combined value of Cash Panel deposits, cash held in your SIPP Bank Account (as well as any bank account held in relation to a property) and your Modular GIA Bank Account (and if applicable your Modular ISA Bank Account), and Investment Centre holdings (including Managed Portfolio Panel) across all products held in the Modular iPlan.

Whole of Market

Type of charge	When is the charge taken?	Amount
External investments - buy, sell or switch (including setting up a regular disinvestment)	On completion of the transaction	Online: £20 plus VAT Paper: £50 plus VAT (Per investment provider)
Setting up an Off Panel Stockbroker/Investment Manager Account	On completion of the transaction	£100 plus VAT
Off Panel Stockbroker/Investment Manager Account annual charge	Annually in advance	£50 plus VAT (Per account)

Specialist Investments ³

Type of charge	When is the charge taken?	Amount
Non Mainstream Pooled Investments (NMPs) including Qualified Investor Schemes	On completion of the transaction	£100 plus VAT per trade
Unquoted shares	On completion of the transaction	£100 plus VAT per trade
Any other specialist investment	On completion of the transaction	£100 plus VAT per trade

³ From 9 May 2017, no new purchases of Specialist Investments will be allowed. If your product is already invested in a Specialist Investment we will allow additional investment in these existing holdings (known as top ups). Therefore, the above charges will apply to top ups and any sales.

Other administration charges

Type of charge	When is the charge taken?	Amount
Ad-hoc paper valuation	On issue	£50

Withdrawals

Type of charge	When is the charge taken?	Amount
Regular or ad-hoc withdrawals	N/A	Nil
Death benefits	We will not normally charge for processing death benefits, however, in exceptional circumstances we may charge on a time/cost basis. Please see the 'Additional work' section below.	

Transfers out and closure

Type of charge	When is the charge taken?	Amount
Arranging transfer out	On completion of the transaction	£50 plus VAT
Administration charge (on any cash payments received after your Modular GIA is closed (for example, dividends)) ⁴	On completion of the transaction	Equal to the value of the cash received up to a maximum of £50 per payment received

⁴ Any balance will be forwarded to you on completion of the transaction.

OTHER IMPORTANT CHARGES

Additional work

The above charges indicate the standard investments and work involved in administering your Modular GIA. However, if we need to perform additional administration over and above that which is deemed reasonable, we will charge an hourly rate of £150 plus VAT per hour minimum, relevant to staff seniority and expertise.

Regulatory/industry levies

In the event of a levy being imposed on us under the Financial Services Compensation Scheme or any other levy or taxation being imposed on us or your Modular GIA affecting our business, we may recover from your Modular GIA an amount equal to the proportion of such levy or taxation. In the event that we do this, we will give you 30 days' notice of the amount that is due from your Modular GIA.

Annual charge increases

With effect from 6 April 2018, annual charges will increase from 6 April each year in line with the rise in the Average Weekly Earnings (AWE) Index (or any equivalent index in the event that the AWE index ceases to exist) without giving prior notice to you. We will give you 30 days' notice if we amend or increase any annual charges by an amount exceeding the percentage increase in Average Weekly Earnings, or if we amend or increase any other charge.

Section 2

EXAMPLES

Below are examples of the typical charges we would take from the Modular GIA in different scenarios:

Example scenario 1

Getting started

A Financial Adviser recommends a Modular GIA for a client. The client has £150,000 to invest.

The Financial Adviser's Service Executive Team at James Hay Partnership will set up the Modular GIA.

The Financial Adviser will implement the investment strategy he has agreed with the client, which is investing in a selection of Investment Centre funds.

What would the costs be for this?

Getting started

Set up charge (via online application process)	Nil
TOTAL	Nil

Ongoing charges

Annual administration charge	Nil
Annual platform charge (based on holdings valued at £150,000)	£375
TOTAL (per annum)	£375

Example scenario 2

Taking regular withdrawals

The client decides to make regular withdrawals from his Modular GIA.

The Financial Adviser sets up a regular disinvestment to fund the regular withdrawals.

What would the costs be for this?

Taking regular withdrawals

Regular withdrawals	Nil
Disinvestment dealing charges from Investment Centre funds	Nil
TOTAL (per annum)	Nil

Section 3

FREQUENTLY ASKED QUESTIONS

Investment related charges

1. What is the annual platform charge?

The annual platform charge is based on a percentage of the combined value of the Investment Centre funds you hold (including where funds are held via a model portfolio on the Managed Portfolio Panel), Cash Panel deposits and cash held in your SIPP Bank Account (as well as any bank account held in relation to a property) and your Modular GIA Bank Account (and if applicable your Modular ISA Bank Account), across all products held in the Modular iPlan. The charge is deducted proportionately from the SIPP Bank Account and Modular GIA Bank Account, and if applicable, the Modular ISA Bank Account, on a monthly basis.

2. Do your charges include Investment Centre Fund Managers' charges?

No. If you invest in our GIA fund ranges within the Investment Centre (including where funds are held via a model portfolio on the Managed Portfolio Panel), charges will be applied by the Investment Centre Fund Managers. Please refer to the GIA funds literature at www.jameshay.co.uk for further details.

Some Investment Centre Fund Managers rebate back to us a proportion of the charge they take from you. Any such rebates will be used to purchase additional units/shares or in certain circumstances as permitted by regulation, may be allocated in cash to your GIA Bank Account.

3. Do your charges include the Stockbroker's or Investment Manager's charges?

No. If you choose to use the services of a Stockbroker or Investment Manager, they will apply charges for trading in stocks, shares and other investments and for holding cash on your behalf. Please refer to the Stockbroker's/Investment Manager's literature for further details. If the Stockbroker/Investment Manager holds cash on behalf of your Modular GIA, charges will be taken out of this cash, or charges will be settled from the cash held in your GIA Bank Account.

The level and reasonableness of Stockbroker/Investment Manager charges is a matter for you to determine with your Financial Adviser.

4. Do your charges include the Investment Managers' charges for investments held via the Managed Portfolio Panel?

No. If you choose to invest via the Managed Portfolio Panel, the Investment Manager will apply charges based on the value of the funds held in the individual portfolio. The charges will vary depending on the Investment Manager and the model portfolio that you choose to invest in.

The level of the charges of a model portfolio on the Managed Portfolio Panel and the reasonableness of them is a matter for you to determine with your Financial Adviser.

5. How do you charge for additional modules?

The first year's module annual charges will be based on the type of investments you have selected in the Application Form. Each module annual charge thereafter will be based on the types of investments held shortly before the anniversary of your Modular GIA each year.

6. Are there any additional charges for reviewing and checking specialist investments?

Depending on the type of specialist investment, we may need to employ the services of other firms such as a solicitor. Any costs of such third party firms in either reviewing and checking the investment or preparing the documentation to purchase the investment, will be paid from your Modular GIA.

General

7. How do your charges get paid?

We automatically deduct charges from your GIA Bank Account, unless there is insufficient cash available. We do not send you invoices when charges become due. It is your responsibility to ensure that there is sufficient cash available in your GIA Bank Account to cover adviser and product charges. If any charge is due and there is insufficient cash available, at our discretion, we will sell investments within your Modular GIA to pay charges without further notice to you.

You can choose to pay our charges personally, rather than having them deducted from your GIA Bank Account. We will decide the terms and methods of payment of any charges to be paid in this way. If you do not pay the charges due, you or your estate will be personally liable for the payment of the charges due.

We reserve the right to charge interest on late payment at 8% over the base rate as determined by the Bank of England.

For further information, please refer to section 14 of the Modular GIA Terms and Conditions.

8. What rate of interest is paid on my GIA Bank Account and do you retain an element of this?

Your GIA Bank Account is provided for the receipt and payment of money for your Modular GIA (for example, receiving your contributions into your Modular GIA, withdrawals from your Modular GIA and the purchase or sale of investments held within your Modular GIA). The account is designed for holding cash for short periods of time while your investments are being made, or withdrawals being arranged, rather than for holding cash over the long term.

The rate of interest we pay will change from time to time. The current interest rate you are receiving can be found on our website at www.jameshay.co.uk.

Banks pay us extra interest because of the total amount of money we hold with them. We will retain this extra interest as it helps us to keep down the other charges on your Modular GIA.

9. What interest do I earn on my cash deposits with providers on your Cash Panel?

Indicative rates of interest for any cash deposits that you place with a provider on our Cash Panel are shown on our website at www.jameshay.co.uk but the actual rate you receive will be the rate offered by the bank at the time they receive your application.

10. What annual administration charge will I pay?

We do not take an annual administration charge for administering your Modular GIA provided the only module you use is the Core Module.

The Whole of Market and Specialist Investments Modules are currently charged at £100 and £350 plus VAT respectively.

Any Qualifying Investments in the Modular GIA will be taken into consideration when applying the annual administration charge to your Modular iSIPP. Please see the Modular iSIPP Charges Schedule for further details.

Glossary and explanation of terms

In-specie	The transfer of an asset other than cash from another investment provider to your Modular GIA e.g. shares or holdings in investment funds.
Managed Portfolio Panel	A panel of Investment Managers who create defined collections of funds to achieve a predetermined investment strategy and reflect a certain risk profile. Portfolios with varying risk profiles are available, all of which are made up of funds in our Investment Centre fund range.
Qualifying Investments	Any combination of cash held in your SIPP (as well as any bank account held in relation to a property) and GIA Bank Accounts (and if applicable, your Modular ISA Bank Account), model portfolios held via the Managed Portfolio Panel, balances on cash deposit accounts with one or more of the providers on the Cash Panel and investments held within the Investment Centre.

If you have any questions regarding the content of this document or if you require any of the documents shown on page 1, please visit www.jameshay.co.uk or call us on 03455 212 414.

We are able to provide literature in alternative formats. For a Braille, large print or audio version of this document call us on 03455 212 414 (or via the Typetalk service on 18001 03455 212 414).

James Hay Partnership is the trading name of James Hay Insurance Company Limited (JHIC) (registered in Jersey number 77318); IPS Pensions Limited (IPS) (registered in England number 2601833); James Hay Administration Company Limited (JHAC) (registered in England number 4068398); James Hay Pension Trustees Limited (JHPT) (registered in England number 1435887); James Hay Wrap Managers Limited (JHWM) (registered in England number 4773695); James Hay Wrap Nominee Company Limited (JHWNC) (registered in England number 7259308); PAL Trustees Limited (PAL) (registered in England number 1666419); Santhouse Pensioner Trustee Company Limited (SPTCL) (registered in England number 1670940); Sarum Trustees Limited (SarumTL) (registered in England number 1003681); Sealgrove Trustees Limited (STL) (registered in England number 1444964); The IPS Partnership Plc (IPS Plc) (registered in England number 1458445); Union Pension Trustees Limited (UPT) (registered in England number 2634371) and Union Pensions Trustees (London) Limited (UPTL) (registered in England number 1739546). JHIC has its registered office at 3rd Floor, 37 Esplanade, St Helier, Jersey, JE2 3QA. IPS, JHAC, JHPT, JHWM, JHWNC, SPTCL, SarumTL and IPS Plc have their registered office at Trinity House, Buckingham Business Park, Anderson Road, Swavesey, Cambs CB24 4UQ. PAL, STL, UPT and UPTL have their registered office at Dunn's House, St Paul's Road, Salisbury, SP2 7BF. JHIC is regulated by the Jersey Financial Services Commission and JHAC, JHWM, IPS and IPS Plc are authorised and regulated by the Financial Conduct Authority. The provision of Small Self Administered Schemes (SSAS) and trustee and/or administration services for SSAS are not regulated by the FCA. Therefore, IPS and IPS Plc are not regulated by the FCA in relation to these schemes or services.(01/14)