

## General Information Leaflet - Utmost Drawdown Plan

**BEFORE MAKING ANY DECISIONS REGARDING YOUR PLAN, WE RECOMMEND YOU SEEK INDEPENDENT FINANCIAL ADVICE. A FINANCIAL ADVISER WILL INFORM YOU OF THE FEE THAT THEY CHARGE FOR THIS SERVICE.**

### Fund Information

#### Values

When you take your investments, the amount will be worked out using unit prices applicable at that time and will be based on the number of units in the plan at that date. Unit prices can go down as well as up.

By registering for our online service MyUtmost, you will have access to your policy value. You can register on our website [www.utmost.co.uk](http://www.utmost.co.uk) and registration is quick, easy and secure.

If you are not going to register for MyUtmost, you can calculate the value by obtaining unit prices from our website, and multiplying them by the number of units held. The units are shown on Annual Statements and statements of value are available on request. If you need any help with this do get in touch.

Unit-linked funds are managed by J P Morgan.

The fund value and the transfer value are currently the same.

#### Investment Pathways

When you set up your Utmost Drawdown Plan, you decided how you expected to use your savings. The Utmost Drawdown Plan has four Investment Pathways to suit the different ways a drawdown plan may be used.

You have selected one of the four Investment Pathways shown overleaf - that which you think is suitable for your future financial needs and plans for how you will use your Utmost Drawdown Plan. We have matched each of the four Investment Pathways to investment strategy we consider appropriate.

You will need to review your Investment Pathway choice regularly to make sure it remains suitable for your financial goals and needs, and make changes when appropriate. At least every 5 years, for all four of the Investment Pathway choices, we will ask you to reconfirm your Investment Pathway choice for the next 5 years. We will do this even if you indicated that you were going to set up an annuity or take all your money out within the 5 years and did not do so.

Regardless of your Investment Pathway choice, you can access your funds whenever you choose to do so.

If we receive instructions to change your pathway by 5pm on a working day, we use the bid prices on the next working day. For instructions received after 5pm on a working day, the bid prices used are those for the next working day plus one.

REST ASSURED

Calls may be recorded for training or monitoring purposes.

Contact us at: Walton Street, Aylesbury, Bucks, HP21 7QW Tel : 0330 159 1530 Fax : 0845 835 5765 : [www.utmost.co.uk](http://www.utmost.co.uk)  
Utmost Life and Pensions Limited is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. The firm is on the Financial Services Register, registration number 775704. Registered in England and Wales number 10559664. Utmost Life and Pensions Services Limited is registered in England and Wales number 10559966. Both have their registered office at: Walton Street, Aylesbury, Bucks, HP21 7QW.

## Change in Investment Pathway

There is no charge for changing Investment Pathway. We reserve the right to introduce a charge at any time in the future but we will let you know when any charge comes into effect.

The Investment Pathways use our Multi-Asset funds and Investing By Age Strategy. More information is available on our website [www.utmost.co.uk](http://www.utmost.co.uk).

<b><i>Investment Pathway I</i></b>  “I have no plans to touch my money in the next 5 year”	Your money will be invested in the <b>Multi-Asset Growth fund</b> when you start your Utmost Drawdown and will remain in that fund unless you change to another Investment Pathway.
<b><i>Investment Pathway II</i></b>  “I plan to use my money to set up a guaranteed income (annuity) within the next 5 years”	Your money will be invested in the <b>Multi-Asset Cautious fund</b> when you start your Utmost Drawdown and will remain in that fund unless you change to another Investment Pathway.
<b><i>Investment Pathway III</i></b>  “I plan to start taking my money as a long-term income in the next 5 years”	<p>Your money will be invested using the <b>Age related strategy</b>, which aims to help you grow your savings while you are younger, by investing more of your money in shares. As you get older, your money gradually shifts into more conservative investments such as government bonds and cash, with the aim of protecting you from significant falls in the value of your savings.</p> <p><b>At age 55:</b> You will be invested 100% in the <b>Multi-Asset Moderate fund</b>.</p> <p><b>Age 55 to 65:</b> From age 55, and each year over the next 10 years, 10% of your value will transfer to the <b>Multi-Asset Cautious fund</b>.</p> <p><b>Age 65 to 75:</b> You will be 100% invested in the <b>Multi-Asset Cautious fund</b> from age 65 to 75.</p> <p><b>Age 75 to 85:</b> From age 75, 10% of your value will transfer to the <b>Money Market fund</b> each year until you are fully invested in cash by age 85.</p> <p><b>Age 85 and older:</b> You are fully invested in cash by age 85 and will remain in the <b>Money Market fund</b>.</p>
<b><i>Investment Pathway IV</i></b>  “I plan to take all my money out within the next 5 years”	Your money will be invested in the <b>Multi-Asset Cautious fund</b> when you start your Utmost Drawdown and will remain in that fund unless you change to another Investment Pathway.

## Annual Charges

Utmost Life and Pensions collects an annual management charge from our funds to cover the expenses of administering the policy. The charge is taken into account when we calculate the unit price each day. Below is a table which details the annual management charge for the funds that are used in the pathways:

Fund Name	AMC
Multi-Asset Cautious	0.75%
Multi-Asset Moderate	0.75%
Multi-Asset Growth	0.75%
Money Market	0.50%

There are some costs are not covered by the annual management charge. They may include expenses to buy or sell investments and tax payments. These additional costs are taken directly from the funds thereby reducing the price of units.

For most people, the annual management charge and other investment costs are the only charges they will pay.

"A guide to how we manage our unit-linked funds for Heritage Equitable Life policies" is available on our website which also includes unit-linked fund prices, performance and factsheets.

## Frequency of Payments

Income can be taken as a one-off single payment or regular payments on a monthly, quarterly, half yearly or annual basis in each policy year. Income does not have to be taken every year, and can be amended as required.

## Withdrawal Charges

The Utmost Drawdown Plan allows lots of flexibility, to adjust to your changing needs. However, where your pension money is concerned, you should plan ahead - and your Drawdown is not designed for very frequent changes of instruction. We will allow you to change income levels and request regular withdrawals free of charge up to a limit, but will charge after that.

You can change the level or frequency of regular income, free of charge up to four times in any calendar year, and thereafter we charge £25 for each additional change in that calendar year.

You can take up to two one-off withdrawals free of charge in any calendar year, and thereafter we charge £75 for each additional withdrawal in that calendar year.

If a withdrawal charge applies then we will deduct the charge from your plan by cashing in units.

## Retirement

### Retirement Options

- Take your remaining retirement savings as regular income withdrawals or ad-hoc payments. Your income payments will be taxed at your marginal rate.
- Use your retirement savings to buy an annuity on the open market. Your savings will be sent to your chosen company to buy an annuity.
- Transfer to a Flexi Access Drawdown policy with another provider

### Lifetime Allowance

At your 75<sup>th</sup> birthday, or if you use your savings to purchase an annuity before then, Government pension rules require that the total value of your retirement savings is checked to see if it exceeds your lifetime allowance.

### **Pension Commencement Lump Sum (PCLS)**

Any PCLS (formerly known as tax free cash) required would have been paid at the point this plan was purchased. No further PCLS is payable.

### **Death Benefits**

The rules of this policy give us discretion to choose who should receive the fund on death. You may let us know who you would like your savings paid to and we will take this into consideration when making our decision.

There will be several options available to the beneficiaries. They could choose to:

- take the value of the policy as a lump sum
- transfer the fund to a beneficiary's flexi-access drawdown with us or another provider
- use the fund to buy an annuity from another provider to provide an income for life (this may not be available if you live outside the UK)

If you die after your 75<sup>th</sup> birthday the benefits will be subject to tax at the beneficiaries' rate of tax. The death benefits would not form part of the estate for inheritance tax purposes.

### **Other Information**

- We have a service called MyUtmost, where you are able to manage your savings online. After registering you will be able to:
  - View your policy value;
  - Keep your personal details up to date;
  - Use a secure messaging facility to talk to us.
- The Utmost Drawdown Plan (often referred to as a drawdown pension) is subject to the rules of the Utmost Personal Pension Scheme. This is a UK registered pension scheme. The HMRC reference number is 00605477RG. It is not an occupational arrangement.
- At least £20,000, after you have taken your tax-free lump sum, needs to be moved from one or more of your existing pension plans held with us into an Utmost Drawdown.
- Utmost Drawdown is only available to UK residents. However, if you subsequently move abroad, we will continue to pay any withdrawals into your UK bank account.
- No contributions will be accepted into this plan.
- There are no guaranteed annuity rates under this policy.
- We do not pay commission or loyalty bonuses to Independent Financial Advisers or any other third party.
- We will pay your financial adviser up to £500 from your savings free from tax, providing certain criteria is met. Do get in touch if you want to do this.
- There is no GMP liability under this policy, or any other safeguarded rights.
- We do not pay a loyalty bonus.
- We do not use Origo Options.
- There is no upper age limit for taking income.
- This information is based on our understanding of current legislation and HM Revenue and Customs regulations, as at the date of production.

**Our Contact Details:**

**MyUtmost**     Login to MyUtmost and go to 'My Messages' to send us a secure message

**Website**        [www.utmost.co.uk](http://www.utmost.co.uk)

**Address**        Utmost Life and Pensions  
Walton Street  
Aylesbury  
Bucks  
HP21 7QW

**Telephone**    0330 159 1530 or +44 1296 386242 if you live abroad  
We are open from 09:00 until 17:00 Monday to Friday

**Fax**                0845 835 5765 or +44 1296 386243 if you live abroad

**Email**            [enquiries@utmost.co.uk](mailto:enquiries@utmost.co.uk)

You should be aware that sending information by email is not always secure.  
For security reasons, we may not always be able to respond by email.