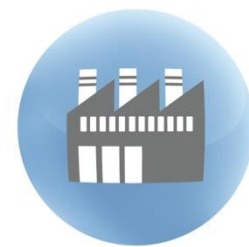


TAYLOR PATTERSON



PART OF MATTIOLI WOODS PLC

# Full Service Small Self Administered Scheme Scale of Charges

Fees for the provision of Services as Professional Trustee and Scheme Administrator

Effective from 1st April 2017

## Basic Charges

	£	When Due
Establishment Fee		
• Advised	£1,000	On establishment of your SSAS
• Non Advised	£1,200	
Takeover of an Existing Scheme *	£750	On takeover of your SSAS
Annual Fee (paid in advance)		
• Advised	£1,600	On establishment of your SSAS and annually thereafter based on 2 members and a property in the scheme
• Non Advised	£1,950	
Third and subsequent members annual fee	£150	Annually
Non-panel bank account and/or professional trustee not sole signatory	£350	Annually
Additional Trustee Meetings (one per annum included in annual fee)	Time Cost	As each meeting occurs

\*On the appointment of Taylor Patterson (which is a trading name of Mattioli Woods plc) to an existing SSAS, an additional charge may be necessary to cover the cost of bringing the Scheme up to a satisfactory standard. The level of the charge will reflect the work involved.

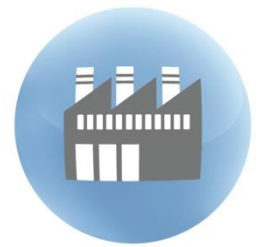
## Change of Scheme Structure

	£	When Due
Admission / removal of a member	£300	On completion of the paperwork
Admission / change of new principal or associated employer	£300	On completion of the paperwork
Principal or Participating Employer going into liquidation or administration	£150	On notification
Winding Scheme Up	£500	On wind up of the scheme
Transfer to another professional trustee	£750	On request for information from third party



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## Benefits, Contributions & Transfers

	£	When Due
Benefit crystallisation event / Pension reviews	£150	On completion of the documentation
Payment of pension under PAYE	£150	On set up of PAYE and annually thereafter
Changes to frequency or amount of pension payments in a pension year	£175 capped at £350	On second and subsequent changes
Exhausting drawdown fund / Wind up / Annuity purchase / Transfer to another registered pension scheme, per transfer	£250	On wind up / Set up of the annuity
Registering scheme for Employee Contributions	£250	On receipt
Transfer in of an asset		
• Advised	£Nil	On receipt of asset
• Non Advised	£100	
In specie transfers in or out (excluding property and unquoted shares), per asset	£150	On receipt of asset

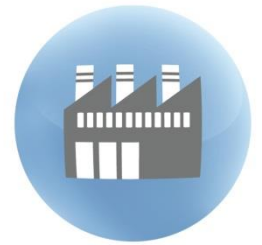
## Investment Transactions

	£	When Due
Trustee Loan		
• Taylor Patterson approved solicitor instructed	£600	On completion of the loan
• Trustees own solicitor	£1,200	
Annual loan fee	£250	Annually
Borrower defaulting on Trustees' loan agreement per Trustee loan	£300 min	Charged after 2 months arrears
Purchase of simple listed investments	£50	On set up
Reclaim of Income Tax on Investment Income (per claim)	£75 min	On submission of the claim
Non Standard Investments		
• On set up	£500 min	On set up
• Additional fee if new due diligence is required	£250 - £1,000	



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Fees for the provision of Services as Professional Trustee and Scheme Administrator

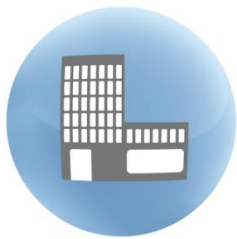
Effective from 1st April 2017

## Property Fees - Initial

	£	When Due
<b>Property Purchase</b>		
<ul style="list-style-type: none"> <li>Taylor Patterson approved solicitor instructed</li> </ul>	£850	On completion of the purchase
<ul style="list-style-type: none"> <li>Member trustees own solicitor</li> </ul>	£1,300	
Additional fee for joint property purchase outside a Taylor Patterson pension	£400	On completion of the purchase
<b>Property Sale</b>	£450	On completion of the sale
<b>Additional Leases – new / renewals / variations</b>		
<ul style="list-style-type: none"> <li>Taylor Patterson approved solicitor instructed</li> </ul>	£200	On completion
<ul style="list-style-type: none"> <li>Member trustees own solicitor</li> </ul>	£250	
<b>Mortgage set up</b>		
<ul style="list-style-type: none"> <li>Institutional</li> </ul>	£250	On completion
<ul style="list-style-type: none"> <li>Non Institutional</li> </ul>	£400	
VAT Registration	£100	On registration

## Property Fees - Annual

	£	When Due
Property Administration (per 2 <sup>nd</sup> & subsequent property)	£200	Annually in advance following purchase
Mortgage Administration	£100	Annually on next anniversary
VAT Administration	£160	Annually
Property Case Surcharge Fee	£500 min	Annually to include but not limited to where the tenant is in rent arrears, rent not paid by standing order or the property is vacant involving additional work



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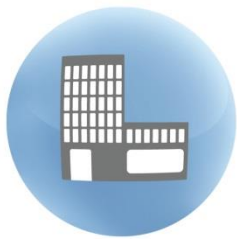
## Time Costed Fees

	£	When Due
Dealing with divorce	Time cost (min £200)	Paid on account on a quarterly basis
Death Claims	Time cost (min £400)	Paid on account on a quarterly basis
Actuarial services from an Actuary selected by Taylor Patterson	Time Cost (min £300)	When information requested from the Actuary
Property Development Transactions	Time Cost (min £250)	As stage payments are completed
Responding to HMRC Pension Scheme Office queries arising from an in-depth review of the scheme	Time cost	If requested by HMRC

For any other work of a non standard or non routine nature a charge typically on a time cost basis will be made. The amount to be charged will be advised to the SSAS member at the time the work is undertaken.

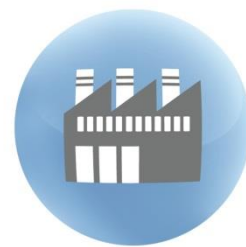
**VAT:** Ordinarily, all fees are subject to VAT, however, where the scheme is designated as a Special Investment Fund (SIF) then VAT may not be charged on certain fees in relation to scheme investments. Fees in relation to general administration and regulatory operation of the scheme will remain subject to VAT. All invoices will clearly show those fees that are subject to VAT and those fees that are not. Should you require further clarification with regard to the fees charged or the status of the pension scheme please contact us.

**Payment of Fees:** All charges will be debited from the SSAS Bank account, 21 days after the invoice date.



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# Full Service Small Self Administered Scheme Scale of Charges

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## Setting up a Full Service SSAS – case study

An adviser has recommended a transfer of two existing pension schemes as cash for a husband and wife into a SSAS and a subsequent property purchase.

Initial Charges	
Establishment Fee	£1,000
Annual Fee (payable in advance)	£1,600
Transfer Payments (x2 arranged by adviser)	£Nil
Property Purchase, approved solicitor	£850
New Lease, approved solicitor	£Nil
<b>TOTAL</b>	<b>£3,450</b>

Ongoing Charges	
Annual Fee (payable in advance)	£1,600
Annual Property Fee	£Nil
Completion of HMRC Administration	£Nil
<b>TOTAL</b>	<b>£1,600</b>

## Taking Benefits – case study

Years later the husband decides to draw his maximum tax free cash and take a regular pension income.

Taking benefits for the first time	
Benefit Crystallisation Event	£150
<b>TOTAL</b>	<b>£150</b>

Ongoing Charges – income withdrawals	
Annual Fee	£1,600
Annual Property Fee (only 1 property)	£Nil
Annual PAYE Fee	£150
Completion of HMRC Administration	£Nil
<b>TOTAL</b>	<b>£1,750</b>

Note: Taylor Patterson Trustees Ltd in its capacity as Trustee and as Administrator of the pension arrangement, does not give advice on the merits or otherwise of establishing a scheme and/or transferring benefits from other pension arrangements. Members are recommended to take advice from a financial adviser on such matters.

Taylor Patterson Trustees Ltd is the Principal Trustee and Scheme Administrator of the SSAS. The day to day management of the SSAS is carried out by Taylor Patterson. Taylor Patterson is the trading name of Mattioli Woods plc which is authorised and regulated by the Financial Conduct Authority. A SSAS is not an FCA regulated product and does not come within the remit of the FCA.

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T: 01772 555073 | F: 01772 203688 | E: [sippssas@taypat.co.uk](mailto:sippssas@taypat.co.uk) | W: [www.sippssas.taypat.co.uk](http://www.sippssas.taypat.co.uk)

Registered Address: Mattioli Woods plc, MW House, 1 Penman Way, Grove Park, Enderby, Leicester LE19 1SY

Full Service SSAS – Scale of Charges 2017/04