Please read this document carefully so you fully understand the implications of any financial decisions, and keep it safe for future reference. It may also help to refer to our online **glossary** for explanations of technical or unfamiliar terms.

EMBARK PENSIONS

TRIVIAL COMMUTATION LUMP SUM FORM

We want all of our customers to be able to access our services equally. For those who may need additional help, we have put in place some support to make it easier. If required, we can arrange to send you this document in special formats, such as large print or braille. Please ring us on **0344 544 0566** if this is needed.

Full details of how we can tailor communications and documents to suit your needs can be found on our website at **www.embarkpensions.co.uk/accessibility-policy**

Please use this form to request benefits as a Trivial Commutation Lump Sum.

To request benefits as Pension Commencement Lump Sum (Tax Free Cash) or an Annuity please complete our **Retirement Options Form**.

To request benefits as an Uncrystallised Funds Pension Lump Sum (UFPLS) please complete our **Uncrystallised Funds Pension Lump Sum (Ufpls) Request Form**.

To request an ad hoc Income, or to change the level or frequency of Income payable under an existing arrangement, please complete our **Income Instruction Form**.

Information you will need

To complete this form, you will need details of the investments you currently hold in your SIPP so that you can make decisions about:

- which assets to sell to fund the benefits you want to take

Please note, you will need to speak to our Customer Services team first if you have **not** obtained a positive recommendation to request benefits from a financial adviser and your financial adviser is **not** signing section 8 of this form and submitting it directly to Embark on your behalf.

Please contact our Customer Services for the current valuation of your scheme and to discuss your requirements if you are not taking Financial Advice.

Once you have received your scheme valuation and you have spoken with our team if you are not taking Financial Advice, please complete this form in BLOCK CAPITALS and BLACK INK and email it to **drawdown@embarkpensions.co.uk**.

We strongly recommend that you encrypt your email to protect the contents and your personal information. If you are using a password to protect your request, please remember to contact us separately with the password used. Alternatively, please post to: **Embark Pensions, Provincial House, 37 New Walk, Leicester, LE1 6TU**.

If at any time you need assistance in completing this form, please call our Customer Services team on **0344 544 0566**.

Beware of pension scams

Scams and frauds are often sophisticated and seek to exploit you. Falling foul of a scam could mean you lose some or all your money. You might find it useful to refer to the Money and Pensions Service website at **https://maps.org.uk/en**.

For further information on how to spot and avoid scams, visit **www.pension-scams.com** or **www.fca.org.uk/scamsmart**. If you believe you may have fallen victim to a pension scammer, please contact us immediately on **0344 544 0566** as we may be able to stop a transfer of funds if it has not already been processed. Please also call Action Fraud on **0300 123 2040** and report the scam, or use their online reporting tool which can be found at **www.actionfraud.police.uk/report-a-fraud-including-online-crime**.

Always be aware of investments or opportunities that appear to be too good to be true – they often are!

Remember, once you've transferred your pension into a scam, it's often too late. If you suspect anything, act now.

Financial Advice

The decision to access your pension savings is an important one and we strongly recommend that you take regulated advice to understand your options at retirement. If you do not have a financial adviser you can find details of local regulated financial advisers by visiting **www.unbiased.co.uk** or clicking on "Find financial services in your area" on the FCA's Financial Services Register at **www.register.fca.org.uk**

If you decide to take your benefits without consulting with an adviser, we strongly suggest that you instead contact MoneyHelper and book an appointment with their Pension Wise service.

Moneyhelper and Pension Wise

Pension Wise is a government service from MoneyHelper that offers free, impartial pensions guidance about your defined contribution pension options. An appointment with Pension Wise is free and will help you understand what your overall financial situation will be when you retire. An independent pension specialist will talk you through your options to help you make the right decision. You'll also find out about the other factors you need to consider when deciding on your options before retirement.

MoneyHelper do not offer advice. For advice, please speak to a financial adviser. MoneyHelper's website is **www.moneyhelper.org.uk** , or you can contact them on **0800 011 3797**. Further information about how the Pension Wise service from MoneyHelper can help you, is in section 2A.

1 MEMBER DETAILS

Pension Scheme Reference: Title:

Forename(s):

Surname:

Address:

Postcode:

Date of birth: D D M M Y Y Y Y National Insurance Number:

Email Address: Telephone Number:

2 FINANCIAL ADVICE

We strongly recommend that you consider taking regulated financial advice before proceeding. Taking benefits from your plan is an important decision to make, and careful consideration must be given to the options available to you and how you will invest your funds in retirement.

Please note should you decide to take financial advice, your adviser will charge for this service. Your adviser charges can be deducted from your SIPP.

If you decide to take financial advice and your Financial Adviser provides a positive recommendation for you taking benefits and will submit your request direct to us, please proceed to section 3.

A – Pension Wise service from Moneyhelper

As already mentioned, Pension Wise is a government service from MoneyHelper that offers free, impartial pensions guidance about your defined contribution pension options.

If you are not taking regulated financial advice, we strongly recommend that you book an appointment with Pension Wise to discuss the options available to you. The appointment will take between 45-60 minutes and can be over the telephone or somewhere local to you.

The purpose of the appointment is to help you make an informed decision about what to do with your pension savings, including the different options available to you about accessing your pension savings. During a Pension Wise appointment, an independent pension specialist will:

- **explain your pension options**
- **explain how each option is taxed**
- **tell you what your next steps are**

Section 2 continued overleaf >>

2 FINANCIAL ADVICE (CONTINUED)

Please confirm whether the reason you have not taken regulated financial advice is because you have already had an appointment with MoneyHelper's Pension Wise service? ☐ Yes ☐ No

If you have answered **Yes** please call our Customer Services team on **0344 544 0566** to advise them of when the appointment took place.

If you have already had an appointment, you may still benefit from receiving guidance from Pension Wise again if your personal circumstances, or the value of your pension savings, have significantly changed since your appointment.

If you have answered **No** please select **one** of the following options:

☐ I am going to book an appointment with Pension Wise **(see below)**

☐ I am going to 'opt out' and not book an appointment with Pension Wise **(please go to section B)**

Making an appointment with Pension Wise

We can book the appointment for you. Please call our Customer Services team on **0344 544 0566** and they will arrange the appointment for you with Pension Wise. Please choose a suitable day and time for your appointment.

We will also need from you:

- An email address so you can receive confirmation of your appointment.
- A mobile phone number so you can receive an SMS appointment reminder. For non-UK numbers please include the country dialling code.
- A memorable word for Pension Wise to repeat on the call. This provides additional security so you know it is Pension Wise calling.

If you have any special requirements or challenges that Pension Wise should be aware of to help you access and fully participate in a meeting or call, please let our Customer Services team know.

Alternatively, you can book an appointment with Pension Wise online at www.moneyhelper.org.uk/pensionwise . Just click 'Book your free Pension Wise appointment' and follow the steps. You will be asked to select a suitable day and time for your appointment and to provide some details about yourself.

There is a lot of useful information about Pension Wise on its website, and we recommend that you review this content to get the most out of your appointment.

Alternatively, you can call Pension Wise on **0800 138 3944** to book an appointment

When you have attended your appointment, please contact us on 0344 544 0566 to confirm.

If we do not hear from you, we will be in touch shortly after your appointment to confirm your attendance. This however will cause a delay and our preference is for you to contact us as soon as you have had your appointment.
If you fail to attend your appointment, we will need to arrange another for you to attend, unless you decide to take regulated financial advice or opt out of guidance.

IMPORTANT NOTE

We will not be able to progress your drawdown request until we have received confirmation that you have had your appointment, or you decide to opt out of receiving the Pension Wise guidance. You can opt out at any point.

PLEASE DO NOT COMPLETE THIS FORM ANY FURTHER UNTIL YOU HAVE ATTENDED YOUR PENSION WISE APPOINTMENT OR YOU HAVE OPTED OUT.

Section 2 continued overleaf >>

2 FINANCIAL ADVICE (CONTINUED)

B – Risk Assessment

We are required by our regulator, the Financial Conduct Authority, to ensure that you are fully aware of the possible risk factors associated with your decision to access your pension savings. We do this by asking that you complete the questionnaire below.

Please answer **ALL** of the questions asked.

Depending on your responses, we will write to you with some tailored risk warnings that you should consider before we process your request.

If you have any queries on why we need to ask you these questions, please don't hesitate to call us on **0344 544 0566**.

Are there any aspects of your health or lifestyle that could potentially shorten your life expectancy?	☐ Yes	☐ No
Are you (or is there the possibility of you) being declared bankrupt or are you currently an undischarged bankrupt?	☐ Yes	☐ No
Do you understand that there are no guarantees for the amount of income or lump sums paid via Flexi-Access drawdown, Capped Drawdown and/or Uncrystallised Funds Pension Lump Sum?	☐ Yes	☐ No
Are you aware that accessing pension savings via drawdown or lump sums could impact on any means-tested benefits you receive?	☐ Yes	☐ No
Are you reliant on the funds in this pension pot to provide an income through your later years/ retirement and, where applicable, for your dependants/beneficiaries after your death?	☐ Yes	☐ No
Are you aware that investment scams exist, often targeting pension savings, and that care should be taken when investing funds taken from your pension pot?	☐ Yes	☐ No
Do you believe you fully understand the effect the investment of your pension savings has on your future income?	☐ Yes	☐ No
Are you aware that flexibly accessing your pension savings to provide income will reduce your annual allowance?	☐ Yes	☐ No
Do you believe you fully understand the tax implications of taking your benefits, whether by Flexi-Access drawdown, Capped Drawdown or lump sum in terms of your potential income amount and/ or any future inheritance tax liability?	☐ Yes	☐ No
Are you satisfied that you have adequately researched and understood the options available to you in accessing your pension savings?	☐ Yes	☐ No
Do you believe you have fully considered the impact of charges or fees as a result of investing any benefits you take from your pension elsewhere?	☐ Yes	☐ No
Do you believe you fully understand that creditors may have a right to any money taken from your pension savings?	☐ Yes	☐ No

On receipt of your completed questionnaire, we will send you a statement highlighting the potential risks of your chosen option.

The above is a mandatory Financial Conduct Authority requirement for clients that have NOT received advice on taking their benefits, and we will NOT be able to process your drawdown request without this being completed.

3 COMPLETING YOUR REQUEST

You can only take a Trivial Commutation Lump Sum (TCLS) if the TOTAL of ALL your pension rights is below £30,000.00.

The Commutation period lasts for 12 months from the 1st TCLS payment, and all payments must be completed within this period.

The maximum number of TCLS payments is 3.

The payment of a TCLS is not classed as a Relevant Benefit Crystallisation Event so is not tested against your available Lump Sum Allowance however you must have some available lump sum allowance in order to take TCLS..

A – Your other benefits

Please provide details of your other pensions.

Provider / Scheme Name	Date Payments Commenced	Maximum Annual Pension (£)	Percentage of Lump Sum Allowance used (%)	Current Value of this Pension Scheme
		£		£
		£		£
		£		£
		£		£
		£		£

Please provide details of your TCLS payments

Provider / Scheme Name	Date of TCLS	Value of TCLS (£)
		£
		£
		£
		£
		£

B - Benefit instruction

A TCLS payment can be from your Crystallised funds or from any Uncrystallised funds.

If your funds are currently Uncrystallised 25% of this amount will be tax free and 75% will be taxed at your marginal rate. For example, if you choose £10,000 and you are a basic rate taxpayer, we will pay you the following amount:

£2,500 (tax free) + £6,000 (£7,500 minus basic rate tax) = £8,500

As a TCLS needs to be paid as one single payment this will also be processed in line with Real Time Information requirements and paid on the first available payroll date, either monthly or adhoc ** unless another date is specified within the next 3 months.

Other date | D | D | M | M | Y | Y | Y | Y |

** Please refer to “What are the Income Payment Dates?” in the Frequently Asked Questions section.

Your P60 will be issued to you at the end of each Tax Year.

4 FUNDING BENEFITS

Please indicate below how the payment of benefits is to be funded. Additional forms may be required to carry out these disinvestments.

NOTE: Please refer to our Frequently Asked Questions concerning our liquidity requirements for clients who hold property and/or unlisted shares.

5 YOUR PERSONAL BANK ACCOUNT DETAILS

The following information must be completed in order to receive any withdrawal from your pension, whether that be tax free cash or income.

Account details provided must be a valid bank account held jointly or solely in your name. Failure to provide valid account details will result in us requesting further documents to validate the account.

NOTE: We are unable to pay any income to non-UK bank accounts.

Please pay these benefits to my existing registered bank account details ☐ Yes ☐ No

If you have answered **No**, or this is your first benefit request, please complete your bank account details below

Bank / Building Society:

Account Name:

Sort Code: Account Number:

6 CANCELLATION RIGHTS

You can cancel your **first** application to designate your pension for the payment of a drawdown pension at any time within 30 days of the date that we crystallise your benefits.

You can find full details of your cancellation rights in the Key Features Document or Terms of Business for the Scheme.

If you would like to cancel the crystallisation of your benefits you can write to us at the address at the bottom of this form or email us at **drawdown@embarkpensions.co.uk**

If you do decide to cancel your retirement benefits, any lump sums or drawdown income will need to be returned to your SIPP in full.

7 DECLARATION

I declare that to the best of my knowledge and belief the information contained in this form is true and complete and that based on the information provided, Embark Pensions will reasonably expect to treat this as up-to-date information on my other pension arrangements.

I acknowledge that Embark may disclose my personal data to a credit reference agency in order to verify my details both during the application process and the ongoing administration of my account. This data will be used to prevent fraud and money laundering and to check my identity. Any checks performed may be recorded on my credit history.

I acknowledge that Embark will disclose my personal data to any governmental, legal or regulatory body if required to do so by applicable law and regulation.

I understand that my pension will be taxed at an emergency tax code until HMRC informs Embark Pensions of my tax code. The level of income tax paid may be greater or less than required and I may be entitled to a tax rebate if too much tax has been deducted. I understand that I am responsible for reclaiming any tax or paying any additional tax to HMRC.

I understand that due to the HMRC requirement that PAYE must now be reported in real time (Real Time Information or RTI) Embark must pay all pension income and tax on the same day of the month.

I am aware that I have a right to purchase a lifetime annuity from my accrued funds held within the scheme at any time.

I understand that by accessing my pension flexibly taking taxable income under Flexi-Access Drawdown, I will be subject to a Money Purchase Annual Allowance. I understand that it is my responsibility to inform any other schemes I am a member of that I have flexibly accessed my benefits, if applicable.

I understand that if by taking the income I have requested, this results in my SIPP being exhausted, my SIPP will be closed with any accrued interest being added. This will be a full and final discharge of Embark Pensions' liability in respect of my SIPP. I acknowledge that any residual funds received following the closure of my Embark Pension below the value of £30.00 will be paid to the Embark Group's charity on my behalf. For any residual funds received following the closure of my Embark Pension above the value of £30.00, Embark will attempt to contact me to arrange an income payment to myself.

If Embark are unsuccessful at contacting me, these funds will also be paid to the Embark Group's charity on my behalf.

I accept the consequences of choosing this course of action including:

- the rate at which I choose to draw funds may be unsustainable;
- the more I draw during my lifetime, the less funds will be available to provide benefits for dependants or other beneficiaries on my death;
- 75% of any amount crystallised will be subject to income tax for the tax year in which it is drawn unless I have TFC protection;
- any decision about the rate of drawing funds may hold significant income tax and/or inheritance tax consequences. I will be responsible for obtaining any advice and making any decisions relating to all tax matters;
- Embark is not responsible for assessing my financial circumstances or needs and has no duty of care in relation to the rate at which I draw funds;

I acknowledge that:

- I am solely responsible for ensuring that sufficient cash is available to Embark to pay the benefits requested and that Embark will not pay the amount requested until the necessary funds have cleared into the SIPP bank account;
- Embark is not liable for any costs incurred in disinvesting my SIPP assets in order to pay the amount requested;
- if tax is charged due to an incomplete or false declaration, I may be personally liable and if income tax is overpaid, I will be responsible for reclaiming the overpayment from HMRC.

By proceeding I confirm that I have completed the section 2b Risk Assessment myself and declare that to the best of my knowledge, the answers I have given are true. I understand that depending on my answers, income or lump sums may not be paid to me immediately as Embark may require further information.

Signature (Member):

Print Name:

Date: D D M M Y Y Y Y

8 ADVISER DETAILS

Adviser Name:

Firm name:

FCA number:

1 Have you provided a personal recommendation to the plan member in relation to the drawing of their benefits? ☐ Yes ☐ No

2 On which basis has recommendation been provided? ☐ Face to face ☐ Remotely

3 Have you agreed with the pension member that we should pay you a fee from their pension? ☐ Yes ☐ No

If you have answered **No** to **1**, please arrange for the member to complete section 2 before completing this form

If you have answered **Yes** to **3**, please make sure that you and the member have completed our Adviser Charging Form.

Adviser Signature:

Adviser Name:

Date: D D M M Y Y Y Y

9 FREQUENTLY ASKED QUESTIONS

How are benefits paid?

All benefits are paid in cash sterling only.

What are the liquidity rules concerning Property and Unlisted Shares?

Selling property and unlisted shares can take a considerable length of time and this should be taken into consideration when using these assets for payment of your Pension Commencement Lump Sum and Income. Under HMRC rules the payment of your PCLS must be completed within 12 months of your Benefit Crystallisation Event or it will revert to being paid as income only and taxed at your marginal rate.

We also require that at least **10%** of the value of each of our SIPP schemes should be held in standard investments (including cash deposits).

These requirements may limit the amount that is able to be withdrawn as we must ensure there are sufficient funds to cover fees, future costs and liabilities in relation to the assets held. Where there are few liabilities in relation to the scheme, we may consider and approve a payment to go ahead. However, this is done on a case-by-case basis and we cannot guarantee this will apply to the scheme in question.

What do I need to consider when disinvesting funds to make pension payments?

Accessing your pension benefits at a time of volatility in the financial markets may mean your pension fund may be significantly lower than it was previously. It is extremely important to understand that taking benefits from your pension fund to finance a short-term cash requirement, may compromise your pension in the future. This may mean that a larger proportion of your pension fund could be used to finance the withdrawals you are seeking.

Furthermore, if you access your pension savings now, you may miss out on any future increases in value if markets recover. Remember too that pension benefits may be taxable and there may also be charges or deductions linked to accessing your pension pot.

If you plan to take some or all of your pension benefits as Flexi-Access income now, but plan to save more in the future, you will be restricted by the Money Purchase Annual Allowance (MPAA) limits. Unused MPAA cannot be carried forward to a future tax year.

The value of the crystallised proportion of your scheme will also fluctuate in line with the total scheme value. If at any point due to the change in value of your scheme overall, you no longer have sufficient crystallised funds available to pay either your PCLS or income, Embark Pensions will monitor and advise you of any forthcoming issues regarding your requested payments.

Please refer to the Illustration which will be provided for your transaction, regarding the forecasted value of your scheme.

Fixed Protection 2016

If HMRC received your application on or after 15 March 2023, you cannot keep building up your pensions from 6 April 2016, except in limited circumstances.

If HMRC received your successful application before 15 March 2023 and you still validly hold this protection, you can continue to build up your pensions without impacting the validity of your Fixed Protection 2016 from 6 April 2023

Individual Protection 2016

If you had registered for fixed protection by 15 March 2023 you cannot lose your protection. You can now recommence pension funding, make transfers and start new arrangements without invalidating the protection.

What are the income payment dates?

Scheme	Income Payment Details
Options SIPP & Full SIPP Any Hornbuckle scheme with reference commencing HM*******	Monthly on the 28th
The EBS SIPP & The EBS SAPPP Freedom SIPP Any Hornbuckle scheme with reference NOT commencing HM*******	Last working day of the month
Avalon	6th of the month

Additional ad hoc income payment dates are available on the first three Fridays of each month. Please refer to your scheme's fee schedule for any additional costs in relation to this service.

What is meant by Real Time Information (RTI)?

Real Time Information (RTI) is a system of PAYE reporting that started in April 2013. Under RTI, pension providers must send information to HMRC each time they pay their members any taxable income. This enables HMRC to keep more accurate records and to ensure that over time people pay the correct tax. As Embark Pensions makes one submission to HMRC each month in respect of any member income payments we have made, this means that all members must be paid on the same day so that the information is reported in real time.

What tax code will you use?

If you have a valid P45 from your previous employment which applies to the current tax year, please arrange for this to be either enclosed with this form or for your transferring provider to send it to us. We will then be able to apply your current tax code to your income payments. Please be aware some transferring providers may only issue the P45 to you directly, in which case please forward it on to us. We can only apply the tax code if we are in receipt of the P45 as this contains the full details needed.

What happens if I don't have a tax code?

If you do not have a tax code, we will apply an Emergency Code on a Month 1 basis until HMRC issues a tax code for us to apply against future payments.

9 FREQUENTLY ASKED QUESTIONS (CONTINUED)

What happens if I pay too much tax?

This will depend on how much of your fund is withdrawn, as detailed below:

a) You withdraw your entire pension fund

If you believe too much tax has been deducted from your payment, you will need to contact HMRC directly. HMRC will then require you to complete a Repayment Claim Form P50 and refund any overpayment of tax if applicable. If you do not contact HMRC directly then your tax position will be reviewed by HMRC at the end of the tax year. A tax calculation will be sent to you detailing any under or overpayment of tax that may apply. Please be aware, all other earnings are considered when HMRC calculate your tax.

b) You withdraw part of the pension fund

If an emergency tax code is initially used for the deduction of tax from the payment and you believe too much tax has been deducted, HMRC will issue us with a tax code to be applied to the next payment to ensure the correct tax deductions are made. This will correct any overpayment of tax and result in a refund of tax if appropriate.

If no further payments are taken in the tax year, HMRC will review this at the tax year end. Please be aware, all other earnings are considered when HMRC calculate your tax.

I haven't received a payslip, where can I obtain one from?

Please contact our Customer Services team and they will provide you with this.

Will I receive a P60?

Yes, we will send you a P60 every year that income has been paid.

What do I do if I suspect I am being targeted by a Pension Scammer?

Please contact us immediately as we may be able to stop a transfer of funds if it has not already been processed. Please also call Action Fraud on **0300 123 2040** and report the scam, or use their online reporting tool which can be found at **www.actionfraud.police.uk/report-a-fraud-including-online-crime**. You might find it useful to refer to the Money and Pensions Service website at **https://maps.org.uk/en**. Remember, once you've transferred your pension into a scam, it's often too late. If you suspect anything, act now.

I am a Financial Adviser. Can I advise myself on benefit instructions?

No, unfortunately you are not able to advise yourself on benefit instructions. You will either need to obtain a positive recommendation from another financial adviser or call our Customer Services team on **0344 544 0566** in the first instance.

How do I find a Financial Adviser?

If you do not have a financial adviser you can find details of local regulated financial advisers by visiting **www.unbiased.co.uk** or clicking on "Find financial services in your area" on the FCA's Financial Services Register at **www.register.fca.org.uk**

What changes have been made from 6 April 2024?

The Government limits the amount of pension benefits that can be paid tax-free from all your pension plans. To do this, it applies two allowances:

Lump Sum Allowance (LSA) – the total amount of tax-free lump sums that can normally be paid from your pension benefits. This is currently set at £268,275, but may be higher if you've applied to HM Revenue & Customs (HMRC) for certain protections.

and

Lump Sum & Death Benefit Allowance (LSDBA) – the total amount of all your pension benefits that can be paid tax free, including death and certain other lump sum payments (such as for serious ill-health). The limit is currently set at £1,073,100, but may be higher if you have applied to HMRC for certain protections.

Will I have to answer Risk Warning Questions for each Relevant Benefit Crystallisation Event or Income request?

If you request additional benefits or start a new income within 18 months of your previous request, you will need to complete the Risk Warning process. However, if the answers to your Risk Warning Questions remain the same, you will not be issued with a Risk Warning Declaration.

10 CHECKLIST

Before submitting this form, please make sure:

- ☐ You have answered all the questions in sections 1, 2 if not advised and your IFA is not submitting this form for you, and sections 3, 4 & 5
- ☐ You have signed the declaration in section 7
- ☐ Your Financial Adviser has completed a positive recommendation and signed in section 8, if applicable
- ☐ You have provided any additional forms required to sell assets in section 4 in order to fund your request

11 NEXT STEPS

Please email this form along with the required information for section 4 to **drawdown@embarkpensions.co.uk**. We strongly recommend that you encrypt your email to protect the contents and your personal information. If you are using a password to protect your request, please remember to contact us separately with the password used. Alternatively, please post to: **Embark Pensions, Provincial House, 37 New Walk, Leicester, LE1 6TU**.

Embark Pensions will then:

- Acknowledge receipt of your application and verify the information and documents you have provided
- Request any additional information where required
- Issue a Risk Warning Declaration, where required
- Complete the valuation of your pension scheme
- Complete the calculations of your PCLS based on your request in section 3
- Request the sale of assets based on your request in section 4
- Establish the payment of your benefits
- Issue a Relevant Benefit Crystallisation Event statement stating date of RBCE event, value of scheme, value crystallised, PCLS paid, and Lump Sum Allowance used (where applicable), and income paid.

embark pensions

0344 544 0566

customerservices@embarkpensions.co.uk

Provincial House,
37 New Walk, Leicester, LE1 6TU

embarkpensions.co.uk

EBS Pensions Limited act as operator for the Option SIPP, Full SIPP, Liberty SIPP, EBS SIPP and EBS SAPPP. Embark Services Limited act as operator for the Hornbuckle Mitchell SIPP, Hornbuckle Mitchell Private Pension, Hornbuckle Mitchell FIPP, The Private Pension and the Freedom SIPP.

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