

Your options

It's time to make a decision



Your Guaranteed Fund investment

Now your investment in the Aviva Guaranteed Fund is reaching its fifth anniversary, it's time to decide what you'd like to do with your money.

Your bond isn't ending, but you can only invest in your current guaranteed fund for five years. You have the option to invest in another guaranteed fund, choose new funds or take money out of your bond.

This guide gives you a quick overview of your options. If you have any questions or would like some more information, please give us a call on **0800 0963 531** and we'll be happy to help.

Calls may be monitored or recorded.

Our guaranteed funds

We have two guaranteed funds available that may appeal to you if:

- you want the reassurance of having a guarantee
- you can't afford to take a lot of risk with your money.

Both of our guaranteed funds offer built-in guarantees to give you peace of mind, but still offer some potential to grow in value and help you meet your financial goals.

Whether your approach to investing is cautious or you're happy to take a little more risk, our two carefully balanced funds could have something to offer you.

	1 Guaranteed 100 Fund Guarantees to return 100% of the amount invested on your guarantee date	2 Guaranteed 90 Fund Guarantees to return 90% of the amount invested on your guarantee date
How do they compare on risk?	The risk is lower than the Guaranteed 90 Fund.	The risk is higher than the Guaranteed 100 Fund.
Why?	Low investment in equities means smaller ups and downs in the value of your investment.	Higher investment in equities means greater ups and downs in the value of your investment.
What does this mean for growth?	With low equity investment, you can expect limited growth potential especially in low interest rate and/or economic growth environments where there may be no growth.	You can expect more growth potential than with the Guaranteed 100 Fund.
What will I get back?	You'll get at least 100% of the amount invested back on the guarantee date.	You'll get at least 90% of the amount invested back on the guarantee date.
Are there any charges?	There's an extra management charge of 0.50% per year of the value of the units invested in the Guaranteed 100 Fund. For example If the value of your units is £10,000, the extra management charge would be £50. The fund may also include a fund manager expense charge.	There's an extra management charge of 0.35% per year of the value of the units invested in the Guaranteed 90 Fund. For example If the value of your units is £10,000, the extra management charge would be £35. The fund may also include a fund manager expense charge.

Risk/Return ratings

We give each fund a risk/return rating, ranging from 1 (lowest) to 7 (highest). Each rating is a measure of the approximate risk/investment return potential of that fund.

When it comes to investments, 'risk' refers to the possibility of losing money. 'Return', on the other hand, is any gain you make on top of what you originally invested.

Our Guaranteed 100 fund has a risk/return rating of 2 (low volatility)

Funds with a risk rating of 2 typically invest in assets like the highest quality corporate bonds, which normally offer better long-term returns than savings accounts. There is still a risk that the value of your investment could fall.

Our Guaranteed 90 fund has a risk/return rating of 3 (low to medium volatility)

Funds with a risk rating of 3 typically invest in assets like corporate bonds or a mix of assets where day-to-day changes in value have historically been less than for shares. There's still a risk that the value of your investment could fall.

Points to remember

- The value of your investment can go down as well as up over the five years before the guarantee date and may be less than you originally invested.
- We apply your guarantee on your guarantee date. This is the fifth anniversary of the date you invest in your new guaranteed fund.
- Remember that inflation (the rise in the costs of goods and services) will reduce what you buy in the future with your investments. Our guaranteed funds aren't designed to keep pace with or beat inflation. This means that what you can buy in the future with the value of your investment may not be the same as you could have bought with the original amount invested.
- The performance of previous Guaranteed 90 and Guaranteed 100 Funds is not a guide to how the new funds will perform.
- Visit our Fund Centre at [aviva.co.uk/retirement/fund-centre](https://www.aviva.co.uk/retirement/fund-centre) and choose your product name from the drop-down list. Here you can access the fund factsheet which provides more information, such as the current objective of the fund, so you can make sure you're still happy with how the fund works and how your money will be invested.
- You're not locking your money away for five years if you choose to reinvest in a guaranteed fund. You can withdraw your money at any time. However, please bear in mind that the guarantee will only apply on the fifth anniversary, so if you withdraw your money at any other time, you may get back less than the guaranteed amount.
 - We have to cancel units to pay any money you ask to withdraw. Any withdrawals will reduce the guarantee in proportion to the number of units cancelled, not the cash amount you withdraw.
- Extra management charges are specific to the fund you invest in and are in addition to the charges we take for running your bond. For further details visit our Fund Centre at [aviva.co.uk/retirement/fund-centre](https://www.aviva.co.uk/retirement/fund-centre)
- Your fund may also include a fund manager expense charge. We take this charge before we publish our unit prices. We take this each day by reducing the unit price of the funds. It covers the fund managers' expenses connected with buying, selling, valuing, owning and maintaining the assets. It may change from year to year, as fund sizes and expenses change.

Your investment options

Option 1: Do nothing. We'll move your money into the latest Guaranteed 100 Fund

The Guaranteed 100 Fund returns at least 100% of the amount invested on the fifth anniversary (if you haven't taken any money out before then). Because the risk is lower than the Guaranteed 90 Fund, the returns are also likely to be lower, especially in low interest and/or low economic growth environments, where there may be no growth. We take an extra management charge of 0.50% per year for providing the guaranteed element of the fund.

Guaranteed 100 Fund

- ✓ Offers 100% protection on your next guarantee date.
- ✓ You can lock in any growth your investment has achieved. On your new guarantee date, we guarantee you will get back at least the value of the money you move into the Guaranteed 100 Fund.
- ✓ Lower investment in equities means fewer ups and downs in the value of your investment and limited growth potential.

Option 2: Move your money into the Guaranteed 90 Fund

The Guaranteed 90 Fund returns at least 90% of the amount invested on the fifth anniversary (if you haven't taken any money out before then). It offers greater growth potential than the Guaranteed 100 fund, but because of this it also carries a greater level of risk. We take an extra management charge of 0.35% per year for providing the guaranteed element of the fund.

Guaranteed 90 Fund

- ✓ Offers 90% protection on your next guarantee date.
- ✓ By taking more risk, it also gives you the potential for more growth than the Guaranteed 100 Fund.
- ✓ Higher investment in equities means more ups and downs in the value of your investment.

Option 3: Move your money into one or more of our other investment funds

- ✓ Our large range of funds means we've got a fund to help meet every investment aim.
- ✓ We offer flexible investment options whether you're looking for investment growth, income or a combination of growth and income.

Remember, the value of your investment can go down as well as up. You may get back less than you invest.

For more information on any of our funds, including their charges and levels of risk, please give us a call on **0800 0963 531** or visit [aviva.co.uk/retirement/fund-centre](https://www.aviva.co.uk/retirement/fund-centre).

With so many funds to choose from, it's important to get advice. We recommend that you talk to your financial adviser before making your decision. If you don't have an adviser, you can find more information in the 'Need any help' part of the 'What happens next' section. An adviser may charge for their services.

Withdrawing money

You can take money out of your bond at any time. Please call us on **0800 0963 531** if you want to take some or all of your money and we will arrange this for you.

You can choose to take some of your money out of the bond and leave the rest invested. For example, if your policy has gone up in value since you invested in the Guaranteed Fund, you may choose to withdraw the profit you have made and reinvest the remainder.

Remember, we can only apply the guarantee on your investment amount at your guarantee date. If you withdraw your money at any other time, you may get back less than the guaranteed amount. When you take money out of a guaranteed fund we have to cancel units to make the payment. We then reduce the guaranteed amount by the number of units we've cancelled, so you may get back less than you have paid in.

If you'd like to take some of your money and leave the rest invested, please complete and return the investment choice form and then call us to arrange the withdrawal.

Remember to consider your tax position

If you decide to take money out, you may have to pay income tax on it. The amount you have to pay will depend on how much you take and your personal circumstances.

If you want to know the options available to you and the potential tax implications, please give us a call on **0800 0963 531** or speak to your adviser.

Invest more

You can invest more with us either by investing into your current bond or via a new product. If you're thinking of making an additional investment we recommend that you speak to a financial adviser. If you have your own financial adviser, please speak to them. If you don't have an adviser, you can find more information in the 'Need any help?' part of the 'What happens next' section. An adviser may charge for their services.

Alternatively, call us on **0800 0963 531** and we can provide an illustration and application form. Additional investments into with-profits funds is not allowed.

What happens next?

If we don't hear from you, we'll move your money into the latest Guaranteed 100 Fund. If you'd like to reinvest your money into another fund, simply fill in the enclosed investment options form to tell us where to invest your money and send it back to us in the envelope provided.

Need any help?

Working out what to do with your money is always a big decision. If you would like some more information about your options or want to withdraw some money, please give us a ring on **0800 0963 531**.

If you have a financial adviser, it's a good idea to talk to them before you make your decision. Your adviser can review your current financial situation and goals and recommend the most suitable funds for you. If you don't have an adviser, you can find one in your area on **[unbiased.co.uk](https://www.unbiased.co.uk)**. An adviser may charge for their services.

Why stay invested in your Aviva bond?

- You can lock in any investment growth you may have made in the Guaranteed Fund by investing in the Guaranteed 100 Fund.
- As your bond is a life policy, you can switch your investment into other funds without creating any immediate tax liabilities. Tax treatment is subject to change and individual circumstances.
- A financial adviser will be able to help you understand if staying in an Aviva bond is right for you and your circumstances.

At Aviva, we've been helping people for over 300 years. We're here to help you manage your investments so you can save for a more comfortable future.

MyAviva – Your bond details just a few clicks away...

MyAviva is our secure and convenient online service. You can track your bond's value, see the funds you're invested in and find lots of helpful information whenever you like. Just go to **[MyAviva.co.uk](https://www.myaviva.co.uk)** to register.

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