Application for Membership of a Personal Pension Plan for Jersey and Guernsey



Agency No.		Company Rep No.	

This form can be used to apply for a new Personal Pension Plan, or to add/increase single or regular contributions to an existing Plan established after 1 October 2000

Please use BLOCK LETTERS to complete all the appropriate areas on the form in BLACK INK and ensure that all questions are answered as fully as possible.

Introduction

Please note the following points before completing this application form.

- i) Your answers to the questions on this form will be used to assess the application. All material facts must be disclosed since part or all of the plan benefit might be forfeited if relevant information is withheld. A material fact is one that is likely to influence the assessment and acceptance of the application. If you are unsure as to whether a particular fact is material you should disclose it. Any changes to the answers given before the plan comes into force must be notified to Aviva.
- ii) The Plan will begin as soon as we decide to accept your application, and the cheque or Direct Debit Instruction has been received at an Aviva office. However, if you have requested Waiver of Contribution cover and we feel unable to provide it, we will obtain your agreement before starting the contract.
- A copy of your completed application together with a copy of our standard plan terms and conditions is available on request.
- We have a confidentiality policy in place, which means we hold your medical information securely and access is limited to authorised individuals who have a need to see it.

Please insert illustration reference number	and date of illustration
If you are applying for a new pla is the plan to be established? If you already have an existing p insert existing plan number	Optimisei Liiestylei
2. Personal details Surname	Mr/Mrs/Miss/Ms/title
Full forename(s)	in principles of the second se
Address	
	Post code Post code
	Post code
Address	
Address	Marital status

changed through marriage, a marriage certificate, be forwarded with the application.

3. Eligibility		
Jersey Personal Pension Plan ONLY		
a) Have you effected or are you about to effect any other contract approved un Income Tax (Jersey) Law 1961?	der Article 131B of the Yes No]
If YES, please provide details of the contract(s), including the amount of contri	ibution paid.	
	Amount	
b) Are you engaged on your own account or as a partner personally acting in so business, profession or occupation?	ome Yes No	
If YES		_
Nature of business (Commencement date	
c)i)Are you an employed person? If YES, what is the name and address of each of your employers?	Yes No No	
Employer's name		7
Employer's address		
ii) Do you participate in an approved pension scheme?	Yes No	
If YES, will you at normal retirement date, achieve the maximum benefit perm	nitted by law? (See Note 1) Yes No	
Guernsey Personal Pension Plan ONLY		
a) Have you effected or are you about to effect any other contract approved un Income Tax (Guernsey) Law 1975?	nder Article 157A of the Yes No	
If YES, please provide details of the contract(s), including the amount of contributions of the contract of t	bution paid.	
For which period	Amount	
b) Are you intending to claim tax relief?	Yes No	
If YES, please complete the following questions		
c) Are you engaged on your own account or as a partner personally acting in so or occupation?	ome business, profession Yes No	
If YES		
Nature of business	Commencement date (if in the current calendar year)	
d)i)Are you an employed person?	Yes No	٦
If YES, what is the name and address of each of your employers?	iesino	╛
		7
Employer's name		$\frac{1}{2}$
Employer's address		$\frac{1}{2}$
ii) Do you participate in an approved pension scheme?	Yes No	
If YES, will you at normal retirement date, achieve the maximum benefit perm	nitted by law? (See Note 1) Yes No	

Regular payment frequency (3)	Monthly Annually				
	Amount of each gross regular payment	Amount of each gross single payment	Amount of transfer payment		
Your payment (subject to minimum)	£	£	£		

5.	C	om	ım	en	ce	me	ent	d	ate

Where a single payment is payable the commencement date will be the date on which Aviva has received this application and banked the cheque. Any regular payments as a result of this application will also commence from that date or the same day of any subsequent month.

If there is no single payment (or if a single payment is being paid and regular payments are to commence from a later month):

From which date	/ a = 100 a 10 + la	\		
From which date	(Or monin	i are regular r)avmenis io	commence

						J
D	ay	Мо	nth	Υe	ar	
		Υe	es	١	10	

Date to be advised?

6. Choice of investment

To be applied to the Funds as follows (you may invest in a total of six funds). Enteryour chosen percentages, **ensure whole percentages are used and they total 100%**.

	Enter percent	age to be allocated to each	n pension fund
Fund	Regular contributions	Single contributions (if different)	Transfer payment (if different)
Deposit S1	%	%	%
European Equity S1	%	%	%
Gilt S1	%	%	%
Global Bond S1	%	%	%
Global Equity S1	%	%	%
Index Linked Gilt S1	%	%	%
International Index Tracking S1	%	%	%
Liontrust UK Ethical S1	%	%	%
Long Gilt S1	%	%	%
Mixed Investment (0-35% Shares) S1	%	%	%
Mixed Investment (40-85% Shares) S1	%	%	%
My Future Focus Consolidation S1	%	%	%
My Future Focus Growth S1	%	%	%
Pacific Equity S1	%	%	%
UK Equity S1	%	%	%
UK Index Tracking S1	%	%	%
US Equity S1	%	%	%
With-Profit S1	%	%	%
TOTAL	100%	100%	100%

7. Retirement protection strategy (if required)
You may choose one of the following retirement protection strategies
Cautious strategy Balanced strategy Opportunity strategy
Note: If the retirement protection strategy is chosen, Section 6 must also be completed. Please refer to the Plan guide for full details of the retirement protection strategy.
8. Pension age (see Note 3)
o. Pelision age (see Note 3)
Selected pension age years months
9. Waiver of contribution (see Note 4)
Do you require waiver of contribution cover?
If YES, please complete the health and activity questions (Section 13), read the consents (Section 15) and sign the declaration (Section 16).
10. Indexation (see Note 5)
Do you require indexation of your regular payments?
If YES, please indicate the rate of indexation required 5% 10% AWE
11. Declaration – by applicant
I declare that to the best of my knowledge and belief the statements on this application and all other declarations relating to it are true and complete. I understand that the benefits provided by the arrangements I am making with Aviva cannot be transferred, assigned or commuted except as permitted by relevant legislation and that Aviva (the Company) will not accept contributions if I cease to be eligible, or if the plan ceases to be approved by the Comptroller/Administrator of Income Tax.
Where a transfer payment is being made, I request the trustees/scheme administrator/insurance company to make payment to Aviva to provide benefits under the Plan and authorise them to provide such information as may be required in respect of the transfer payment to Aviva.
Prevention of money laundering
In accordance with money laundering regulations, we have to check the identity and address of everybody who's involved with, or has a 'beneficial interest' in, this plan. This can include planholders, premium payers, settlors, third parties and beneficial owners.
How will this be carried out?
We can check your identity and address either electronically, or by asking you to send us some documents.
Electronic verification
To do this, we use a third party company to carry out the check. The check will leave a 'footprint' on your credit file but it isn't a credit check so it won't affect your credit rating. We can use electronic verification if you're applying to us directly, through a financial adviser or an Aviva sales consultant.
Documentary verification
In certain circumstances we may ask you to give us more evidence of your identity and address. If you're applying to us through a financial adviser or an Aviva sales consultant, they'll tell you what evidence we need. If you're applying to us directly, we'll let you know what you need to send us.
How we use your details
I consent to Aviva using the information supplied on this application to administer my plan and acknowledge that it will be held and my plan may be processed by any company within the Aviva Group or by third parties who provide services to Aviva. It may be transferred to any country, including those outside the European Economic area, for any of these purposes. Any information may be used for claims handling purposes and disclosed in confidence to regulatory bodies, other insurance companies (directly or via shared databases), other Aviva Group companies and your financial adviser or the business partner that introduced you to the company (including third parties providing services to them).
In addition, Aviva or, if applicable, the business partner that introduced you to the company, may use some of your information to advise you by post, telephone or e-mail of other products and services offered by Aviva Group companies or the business partner.
Please tick the box if you do not wish to receive this material.

I understand that you may undertake a search with third party companies who provide identity we verifying my identity and the details I have submitted as part of this application. To do so, the third I supply against any particulars on any database (public or otherwise) to which they have access to assist other companies for verification purposes. A record of the search will be retained.	d party co	mpanies	may ch	eck th	e deta	ails	
Signature	Date						
IMPORTANT: If you intend to pay contributions by Direct Debit, please ensure that Sec	tion 18 i	s compl	eted.				
12. Privacy Notice							
Aviva Life & Pensions UK Limited is the main company responsible for your Personal Information (ki	nown as t	he contro	oller).				
We collect and use Personal Information about you in relation to our retirement and investments products and services. Personal Information means any information relating to you or another living individual who is identifiable by us. The type of Personal Information we collect and use will depend on our relationship with you and may include more general information (e.g. your name, date of birth, contact details) or more sensitive information (e.g. details of your health).							
Some of the Personal Information we use may be provided to us by a third party. This may include information already held about you within the Aviva group, information we obtain from publicly available records, third parties and from industry databases, including fraud prevention agencies and databases. Where you are a member of an occupational or workplace pension scheme, or if you join a savings product through your employer, we may obtain information from, and share information with, the employer who set up your pension or savings product, the trustees of the pension and any third parties who are providing services to you or them.							
This notice explains the most important aspects of how we use your Personal Information, but you full privacy policy at aviva.co.uk/privacypolicy or requesting a copy by writing to us at: The Data Pro Perth PH2 1JR. If you are providing Personal Information about another person you should show the	tection Te	eam, Aviv					
We use your Personal Information for a number of purposes including providing our products and s	ervices a	nd for fra	ud preve	ention.			
We also use profiling and other data analysis to understand our customers better (e.g. what kind of content or products would be of most interest) and to predict the likelihood of certain events arising (e.g. to assess risk or the likelihood of fraud).							
We may sometimes make decisions using automated decision making. More information about thi automated decisions we make have human involvement, can be found in the 'Automated Decision							
We may use Personal Information we hold about you across the Aviva group for marketing purposes, including sending marketing communications in accordance with your preferences. If you wish to amend your marketing preferences please contact us at contactus@aviva.com or by writing to us at: Aviva, Freepost, Mailing Exclusion Team, Unit 5, Wanlip Road Ind Est, Syston, Leicester, LET 1PD. More information about this can be found in the 'Marketing' section of our full privacy policy.							
Your Personal Information may be shared with other Aviva group companies and third parties (incluand law enforcement bodies). We may transfer your Personal Information to countries outside of the safeguards are in place when doing so.						e	
You have certain data rights in relation to your Personal Information, including a right to access Personal Information, a right to correct inaccurate Personal Information and a right to erase or suspend our use of your Personal Information. These rights may also include a right to transfer your Personal Information to another organisation, a right to object to our use of your Personal Information, a right to withdraw consent and a right to complain to the data protection regulator. These rights may only apply in certain circumstances and are subject to certain exemptions. You can find out more about these rights in the 'Data Rights' section of our full privacy policy or by contacting us at dataprt@aviva.com							
The Aviva group and its agents would like to contact you from time to time to provide you with update services tailored to you by direct marketing, by post, phone, email or text.	ates and o	offers for	Aviva's p	roduc	ts and		
Tell us if you do not want to hear from us							
How we keep you informed							
You can tell us below if you would prefer not to hear about Aviva products, services, and promotio your mind.	ns. You c	an alway:	s tell us	if you d	change	e	
Post							
☐ Email							
Telephone							

SMS/Text

Please complete sections 12 and 15 if waiver of contribution cover is required.

13. Health and activity questions

Genetic tests

In accordance with the Association of British Insurers (ABI) policy on genetics and insurance, you do not currently need to tell us about any genetic test results you have had when applying for waiver of contribution cover.

If you have any concerns or require additional information please ask us for details. Alternatively these details are available from the ABI website (abi.org.uk/consumer2/disclosure.htm)

However you must tell us if you either have a family history of, are experiencing symptoms of, or are having treatment for, a medical condition including any genetically inherited condition.

If you have undergone a genetic test, the result of which indicates that you have not inherited the genetic disorder concerned, you are free to tell us about it and we will take it into account when assessing your application.

In order to decide whether to offer you insurance or the terms on which we will offer you insurance, we need information about your medical history. The next section of this form asks you to provide the relevant information which will be used for the purposes of insurance administration and may be passed to re-insurers, third parties who provide services to Aviva and other companies within the Aviva group

/ (VIV	a group.					
Мес	lical details					
1.	What is your height?		ft	ins	or	т ст
2.	What is your weight?		st	lb	or	kg
3.	Have you used any tobacco or nicotine Tobacco products include cigarettes, cig		cts in the last 12 months ²	?		Yes No
	If 'yes', how many?					daily/weekly
	If you are currently using tobacco prod	ucts what is your da	ily consumption of:			Yes No
	We may ask you to undergo a simple te	st to determine your	use of tobacco or nicotin	e replace	ment p	products.
4. How many units of alcohol do you drink? A unit of alcohol is equivalent to half a pint of normal strength beer, lager or cider, a standard glass of wine or a single measure of spirits.						
	If you have given up drinking alcohol/re	educed your consum	nption, please state wher	n, reason	and pr	revious consumption.
	Date / /	Reason				
	Previous consumption units of	daily/weekly				
5.	Have you made a previous application	to Aviva for life, acci	dent or sickness insurand	ce?		Yes No
6.	Has any insurer ever declined an applic you at special terms, or have you ever v If 'yes', please give details of companies	vithdrawn an applica		accepted		Yes No
7.	Are you currently effecting or intending the last 12 months? If 'yes', please give details of companies,			ne so in		Yes No
8.	Name and address of your doctor					
0.	A report will not always be required.	Dr				
	Please also give the name and address of your previous doctor if you have					
	changed recently.			Post Cod	de	
	Name and address of previous doctor	Dr				
	if applicable					
				Post Cod	de	

please spec	cify where yo	n by one of Aviva's independer u would prefer this to take pla (if near your place of work, pla	ice, e.g. near you	r home or		
		ny hazardous activity or occup g at heights, climbing, diving, r			Yes	No
the last	th America, Australia or New Zealand in reason for visits at the end of this section.	Yes	No			
		or been advised to have any x- dvised to attend, any hospital,		ts, investigations or operations, or nic?	Yes	No
		e you within the last five years, in any way disabled?	, been on any die	t or treatment or are you taking any pills	Yes	No
13. During Colds, i	ng medical attention?	Yes	No			
of a tes	t? (If the resu	d positive for HIV/AIDS or Hep. Ilt of a test you're waiting for to acceptance terms we offer yo	urns out to be ne		Yes	No
would	rather tell us	ed yes to question 14, please g in confidence, you can send t nief Medical Officer at the addi	he information ir	n a sealed envelope		
disease polypo:	e, diabetes, ca sis of the col	, did any of your parents or yo ancer, multiple sclerosis, Hunt on or any other hereditary disc	ington's disease, order?		Yes	No
		d cancer, tell us which part of			the age whe	n tney
Current age (if applicable)		LIVING Medical conditions past and present	Age at onset	DEAD Cause of death	Age at o	death
Mother						
Father						
Brothers						
Sisters						
from ca	arrying out yo	rability or illness which restrict our current occupation? d 'yes' to any of the questions, ace please supply details on a	please give full d	letails including dates, results and follow-	Yes	No

14. Sharing medical information

If we ask you to have a medical examination or screening we will need to share the relevant information from your application with another company we have authorised to arrange such examinations or screenings.

We may need to share with your usual doctor any information we have obtained from a medical examination or screening.

We may need to send your application and relevant medical reports to those authorised to underwrite on our behalf and to our reinsurers for their opinion and agreement. We may also need to send them at a later stage for purposes related to managing the plan.

15. Consent to obtain a medical report

We may need to get medical reports to support your application. Before we can ask any doctor that you have consulted to fill in a report, we need your permission under the Access to Medical Reports Act 1988. **Your rights under the act are as follows:**

- You do not need to give your permission, but if you do not, we may not be able to go ahead with your application. This does not prevent you from applying to other companies for insurance.
- You can ask to see the report before the doctor returns it to us. If this is the case, we will tell the doctor to keep the report for 21 days so that you can arrange to see it. If you have not made arrangements to see the report within this time, your doctor will send the report to us.
- If you choose not to see the report at this stage, you may ask the doctor for a copy within six months of it being sent to us. We can send a copy of the report to your doctor if you ask to see it at a later date.
- If you think that any part of the report is not correct or is misleading, you may ask the doctor to amend it. If your doctor refuses to make the amendments, you may ask him or her to attach a statement outlining your views, which will then accompany the report.
- Your doctor can withhold access to the report if he or she feels that it would cause physical or mental harm to you or others.

The medical report your doctor fills in asks about the following:

- Your current health including any care, medication or treatment you are currently receiving.
- The results of referrals or tests you are waiting for.
- Any time off work in the last three years.
- Your past health including details of any relevant illness, trauma, or referrals for specialist advice or treatment, hospital admissions, consultations with your GP or any other medical adviser, therapist or counsellor, in particular whether you have a history of:
 - malignancy (cancer), cardiovascular (heart) disease, diabetes, and degenerative (gradually worsening) diseases;
 - musculoskeletal disease or injury, for example, arthritis, rheumatism, back problems or any other disorder of the joints or muscles;
 - anxiety, depression, neurosis (such as phobias, obsessions and so on), psychosis (a mental disorder where you lose contact with reality), stress or fatigue;
 - suicidal thoughts or attempts at suicide; or
 - conditions related to drug or alcohol misuse or smoking or chewing tobacco.
 - Details of any biopsies, blood tests, electrocardiograms (heart tests), height, weight if measured in the last two years, urinalyses (tests on urine), x-rays or other investigations.
 - Any blood pressure readings in the last three years or
 - Any history of disease among your parents or brothers or sisters that you have told your doctor about.

We will ask your doctor not to reveal information about:

- negative tests for HIV, hepatitis B or C;
- any sexually-transmitted diseases unless there could be long-term effects on your health.

Where the amount of cover you have requested in respect of life insurance is £500,000 or less we will ask your doctor not to reveal information about:

 predictive genetic test results unless there is a favourable test result which shows that you have not inherited a condition your family suffers from

Where the amount of cover you have requested in respect of life insurance is £500,001 or more we will ask your doctor to reveal information about predictive genetic test results that you have taken that the Governments Genetics and Insurance Committee has approved. We will ask about the following tests:

• Huntington's disease

The information you and your doctor provide about your health may result in us:

- refusing to provide insurance;
- increasing premiums above standard rates; or
- setting premiums at standard rates.

If you have any questions about your rights under the act or questions relating to the process of getting, assessing or storing medical information, please write to: Head of Underwriting, Aviva, Wellington Row, York, YO90 1WR.

16. Declaration for waiver of contribution cover

All the information provided and questions answered in this application and any attached or associated statements or questionnaires are truthful, accurate and complete. These disclosures will form part of the contract of insurance which is being proposed on my life. I also understand that failure to provide all relevant and correct information may result in a contract being declared invalid and the non-payment of a claim.

I agree:

- The Company's liability will not commence before it has assessed and formally accepted the application, received any outstanding documentation or information and received the first premium, or an acceptable method of collecting it. If the application is not accepted at normal terms, the Company will advise me of its revised terms and await my agreement before starting the cover. The Company will tell me when the cover is in force.
- To immediately notify the Company of any changes to the answers or the information provided in this application before the company notifies me that the cover is in force. I understand that such changes may affect the terms and the extent of benefits the Company can provide and that failure to notify the Company may result in the contract being declared invalid and the non-payment of a claim.
- To the Company seeking information, including medical reports, from any doctor I have consulted about anything that affects my physical or mental health and I authorise the giving of such information. This consent shall remain valid for a period of up to six months after the start of the contract and I agree that if I have not disclosed all information relevant to my application, the Company may need to reconsider the terms offered to me or cancel my cover.
- To the Company seeking relevant information from other insurers to whom I have applied or am currently applying and I authorise the giving of such information.
- To authorise those who are asked for such information to provide it on production of a copy of this consent.
- To the Company processing all information associated with my application and resulting plan.
- That in the event of a claim being made, including a claim on death, the Company may seek information, including medical reports from any doctor I have consulted about anything that affects my physical or mental health and I authorise the giving of such information. I agree that if I have not disclosed all information relevant to my application or my claim the Company may not pay the claim or may reduce the amount of the claim.
- This plan will be subject to the law of England.

I have read the declaration and important notes. I have read the notes relating to my rights of access to medical reports:					
I do not want to see the report before it is sent to the Company.					
I do want to see the report before it is sent to the Company.					
Signature to declarations and consents:					
Full name	Signature		Today's date:		

AVIVA

Aviva Life & Pensions UK Limited. Registered in England No 3253947. Aviva, Wellington Row, York, YO90 1WR. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Firm Reference Number 185896.

Member of the Association of British Insurers.

17. Important notes

1. Eligibility

If you are entitled to the maximum permissible benefit under an approved pension scheme of 40/60 of final pensionable salary, you may not take out an Aviva Personal Pension Plan.

2. Contributions

Minimum amounts

The minimum regular contribution is £50 per month or £500 per annum, if paid annually.

The minimum single contribution or transfer payment is £2,000. The minimum additional single contribution or transfer payment is £500.

Payment

If paying annually by cash or single contributions, the cheque(s) for the initial contribution should be attached to this Application. Please make your cheque payable to Aviva. If you wish to pay with a Building Society cheque or Bankers Draft, the Society or Bank must endorse the cheque with the full name of the person whose account from which the funds are drawn. For example, the cheque should be made payable as follows: Aviva i.r.o. John Smith (include investor's full name)

3. Pension age

This must be exact age in complete years and months. Specific dates cannot be accepted.

4. Waiver of contribution

Waiver of contribution is only available if you are under age 55 and paying regular contributions.

5. Indexation

Indexation in line with the U.K. Average Weekly Earnings Index is subject to a minimum of 5%, maximum 15%.

If you are adding regular contributions to an existing contract, indexation in line with the U.K. Average Weekly Earnings Index is the ONLY option available.



INSTRUCTION TO YOUR BANK OR BUILDING SOCIETY TO PAY BY DIRECT DEBIT



Aviva Life & Pensions UK Limited, Wellington Row, York, YO90 1WR

Please fill in the whole form using a ball point pen and send it to: Aviva Life & Pensions UK Limited, PO Box 520, Norwich, NR1 3WG.

Name and full postal address of your Bank or Build	ding society	Service user number				
To The Manager Ba	nk/Building Society	4 0 9 6 6 2				
Address		Instruction to your Bank or Building Society				
		Please pay Aviva Life & Pensions UK Limited Direct Debits from the account detailed in this Instruction subject to the safeguards assured				
		by the Direct Debit Guarantee. I understand that this instruction may remain with Aviva Life & Pensions UK Limited and, if so, details will				
		be passed electronically to my Bank/Building Society.				
Postcode		Signature(s)				
Name(s) of Account Holder(s)						
Bank/Building Society account number						
Bully Building Society account number		Date				
Branch Sort code	\neg					
Reference						
Banks and Building Societies may not accept Direct Debit Instructions for some types of account.						
	or Building Society	and must be detached by Aviva Life & Pensions UK Limited before				
submission to the Paying Bank.						
	Address					
Account holders address						
		Postcode				
Preferred payment day						
(Between 1st and 28th)						

This guarantee should be detached and retained by the payer.

The Direct Debit Guarantee



- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits.
- If there are any changes to the amount, date or frequency of your Direct Debit Aviva Life & Pensions UK Limited will notify you five working days in advance of your account being debited or as otherwise agreed. If you request Aviva Life & Pensions UK Limited to collect a payment, confirmation of the amount and date will be given to you at the time of the request.
- If an error is made in the payment of your Direct Debit, by Aviva Life & Pensions UK Limited or your bank or building society, you are entitled to a full and immediate refund of the amount paid from your bank or building society.
 - If you receive a refund you are not entitled to, you must pay it back when Aviva Life & Pensions UK Limited asks you to.
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.

| Retirement | **Investments** | Insurance | Health |

Aviva Life & Pensions UK Limited. Registered in England No 3253947. Aviva, Wellington Row, York, YO90 1WR. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Firm Reference Number 185896.

aviva.co.uk



SP55030 06/2022 © Aviva plc