

Deed of Appointment and/or Retirement of Trustees



General notes

Advice

Before completing this Deed we recommend you to seek advice from your own legal and financial advisers to ensure it's suitable for you. If you don't have an adviser, you can find one at unbiased.co.uk.

Completing this Deed

Please complete this Deed in writing. Please use block capitals (except for signatures) and always give full names. Please do not use correction fluid.

Witnesses

Each person's signature must be witnessed by an independent adult (i.e. not a party to the Deed).

Deletions

If you want to alter this Deed by making deletions to it, you must make the deletions before the Deed is signed and you must make sure that each deletion is initialled by all the trustees (including the settlor).

Tax Residence Self Certification

This form has been designed for use with a protection policy with no investment element. As a result no Tax Residence Self Certification Form is required.

Your Personal Information

We collect and use your Personal Information as part of this trust process. If you would like more information about how we use and process Personal Information and your rights in relation to it, you can find further detail in our full privacy policy at aviva.co.uk/privacypolicy or request a copy by writing to us at: The Data Protection Team, Aviva, PO Box 7684, Pitheavlis, Perth PH2 1JR.

What if the original settlors of a trust are retired as trustees?

We'll assume that there is no financial adviser acting in relation to the policy, unless we receive confirmation from all trustees that either the original financial adviser is retained, or a new financial adviser has been appointed.

Notes to complete this Deed

- 1. Date** Insert the date on which the Deed is completed. Do **not** backdate or forward-date this Deed.
- 2. Policy** Insert the policy number.
- 3. Insurance Company** Insert the name of the insurance company shown in the policy document.
- 4. Appointor** Insert the full name and address of each person who has the power to appoint New Trustees, e.g. the creator of the trust (also known as the settlor) or the trustees. The trust may describe the person or persons who have this power.
- 5. Existing Trustee** Insert the full name and address of each person who is an Existing Trustee of the Trust.
- 6. New Trustee** Insert the full name and address of any person who will become a New Trustee of the Trust. The total number of trustees normally allowed is four. The minimum is normally two.
- 7. Retiring Trustee** Insert the full name and address of any person who is retiring as a Trustee of the Trust. The number of trustees shouldn't reduce below two.
- 8. Deceased Trustee** Insert the full name and address of each Trustee who has died. Please supply the death certificate, unless you've already done this.
- 9. Signatures** The signatures must be witnessed. Each living party should sign and insert their full name and address in the presence of a witness who should also sign and insert their full name and address.

After completing this Deed

This Deed, or a copy, **must** be sent immediately to Aviva so that the changes made by it can be recorded. The original Deed should be held in a safe place with the policy document.

Every effort has been taken to ensure that the form of this Deed and the related printed documentation are legally sound but Aviva and its representatives can't accept any legal responsibility for any error or loss however caused.

Deed of Appointment and/or Retirement of Trustees

THIS DEED OF APPOINTMENT AND/OR RETIREMENT OF TRUSTEE(S) is made on

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

(See note 1.)

by the Appointor and the Trustees named below.

(See note 2.)

(See note 3.)

Whereas Policy numbered

issued by

is held in trust by the Existing Trustees.

ACCORDINGLY WHERE RELEVANT

1. In exercise of the power of appointment and of every other relevant power (statutory or otherwise) the Appointor appoints the New Trustees to be Trustees of the trust together with the remaining Existing Trustees.
2. The New Trustees consent to this appointment.
3. The Retiring Trustees retire and are discharged as Trustees under the trust.
4. The remaining Existing Trustees and the Appointor consent to this retirement.
5. The Existing Trustees and the Retiring Trustees assign the policy to the New Trustees and the remaining Existing Trustees.

In this Deed the singular includes the plural (and vice versa) where the context so admits.

Appointor (See note 4.)

Existing Trustees (See note 5.)

New Trustees (See note 6.)

Retiring Trustees (See note 7.)

Deceased Trustees (See note 8.)

IN WITNESS the parties have executed and delivered this Deed on the date mentioned above.

(See note 9.)

Signed and Delivered
as a Deed

Signature

Full name
(block capitals)

In the presence of:

Witness' signature

Full name and address
(block capitals)

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(block capitals)

| Retirement | Investments | Insurance | Health |

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[aviva.co.uk](https://www.aviva.co.uk)

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