

Supplement

for ReAssure Portfolio Plus Pension and ReAssure Portfolio Plus Self Invested Personal Pension

Introduction

You have a personal pension arrangement (the 'SIPP') with the ReAssure Portfolio Plus Pension or ReAssure Portfolio Plus Self Invested Personal Pension which is operated by ReAssure UK Services Limited (the 'Scheme Administrator').

A separate contract exists between you and the **Scheme Administrator**, setting out the terms of the SIPP. More information about the SIPP is provided by the **Scheme Administrator** and available through your intermediary or (if you don't have one) from the **Scheme Administrator**.

Acting on behalf of your SIPP, you engage us to provide a platform service for buying, selling and holding certain investments. The service is provided through a pension account, which we open in your name for your SIPP.

The Aegon Platform terms set out the **terms and conditions** (the 'general terms') of the pension account, as amended by this supplement. Copies of this supplement and of the general terms are available on our website.

The **general terms** are supplemented and amended as set out below. These supplements and amendments take precedence over any conflicting term in the **general terms**, which otherwise apply in full to your pension account.

Definitions

1. The words and phrases in **bold** are terms defined in condition 2 of Part 1 of the **general terms**. They apply to this **supplement** except where specifically defined otherwise in this **supplement** or below.
2. **Scheme Administrator** and **SIPP** have the meanings defined in the introduction to this **supplement**.
3. References to **Cofunds Pension Account** or **CPA** should read as references to the **pension account**.
4. **Pension account** – means a pension account provided by **us** that allows **you** to use **the service**, in relation to **your SIPP**, to:
 - buy, sell and hold **investments**, and
 - pay fees and charges (as more fully described in condition 5.3 of Part 1 of the **general terms**).
5. References to **Suffolk Life** providing the **CPA** should be read as references to the **Scheme Administrator** providing the **SIPP**.
6. References to **Suffolk Life's** separate **CPA** terms and conditions booklet should be read as references to the **Scheme Administrator's** separate **SIPP** terms and conditions document. The **Scheme Administrator**, rather than **us**, is responsible for making this available to **you** when **you** take out the **SIPP**.
7. References to paying money or proceeds from **your CPA** on closure to another registered pension scheme should be read as references to paying the money or proceeds from **your pension account** to **your SIPP**.

Legal ownership

8. The name of the trustee of the **SIPP** is G Trustees Limited, part of the ReAssure group of companies, and is the legal owner of the investments held within the **pension account**, which it holds in trust for **your** benefit under the rules of the **SIPP**.

Who to contact about the operation of your SIPP

9. The **Scheme Administrator** will be **your** first point of contact for all queries relating to **your** ReAssure pension products. **You** can find their contact details below.

ReAssure SIPP
2nd Floor, Fitzalan House
Fitzalan Court
Fitzalan Road
Cardiff
CF24 0EL
Telephone: 0345 646 0381

For product or administrator queries email: ReAssureSIPP@mercero.com

10. Aegon is the point of contact for any technical platform queries and queries about **the service** for the **pension account** and **our** annual charge for the **pension account**.

Aegon contact details are:
Telephone: 0345 604 4001, Monday to Friday 8.30am – 5.30pm. Call charges will vary.
Email: aegoncofundadministration@aegon.co.uk

As email isn't a secure method of communication, please don't send any personal, financial or banking information.

Any other queries or requests should be sent directly to **your Scheme Administrator**. The **Scheme Administrator** considers the request, in accordance with **your** rights under the **SIPP's** terms and conditions document and the relevant key features and associated documentation. **Our** receipt of the request does not constitute acceptance of it and **you** will have to resubmit the request to the **Scheme Administrator**.

11. Requests should be submitted by **your intermediary** or (if **you** don't have one) **you**.

SIPP product charge

12. The charges payable and methods of deduction in respect of the **SIPP** are described in the **Scheme Administrator's** separate **SIPP** terms and conditions document and the relevant key features and associated documentation.

Operation of your pension account

13. The **general terms** explain that a limited range of **investments** is available to **you** under the **pension account**. **Your SIPP** may allow other investments. If so, those other investments cannot be held in the **pension account**; separate arrangements must be made with the **Scheme Administrator** for buying and holding these other investments.
14. New cash coming into the **pension account** (that is not proceeds from the sale of **investments**) must come via the **Scheme Administrator's SIPP** bank account. All cash paid out of the **pension account** (that is not used for purchasing **investments**) must be transferred directly into the **Scheme Administrator's SIPP** bank account. Requests should be submitted by **your intermediary** or (if **you** don't have one) **you**. If **you** want to make a new **contribution** to **your SIPP**, cheques should be made payable to 'G Trustees Limited' and sent directly to the **Scheme Administrator** at the address detailed in point 9 above.

Platform annual charge

15. **We** apply an **annual charge** for **our services** to **your pension account**. The **annual charge** is calculated on the value of **your investments** held on the Aegon Platform, under condition 10.3.1 of Part 1 of the **general terms**.
16. **We** take the **annual charge** relating to **your pension account** from **your pension account**. Conditions 5.3 and 5.4 of Part 1 of the **general terms** explain the process for how the charge is taken. Conditions 5.3 and 5.4 apply as if **you** had elected to pay the **annual charge** from either the **pension account** or the **Aegon GIA**. If **you** set up a direct debit prior to the date of the policy transfer to ReAssure to pay this **annual charge** from the **Aegon GIA**, **we** will continue to take the **annual charge** in this way and only take the charge from the **pension account** if **we** are unable to settle the full charge from **your Aegon GIA**. If the total value of cash and **investments** in **your pension account** does not meet the total amount of the **annual charge**, then the **annual charge** will remain as an amount owing from the **pension account**.
17. If the **annual charge** remains unpaid **we** can, in addition to the circumstances described in condition 11.4 of the **general terms**, refuse to accept further **contributions** or transfers, or close **your pension account**, as described in condition 11.6 of the **general terms**, by giving **you** at least three months' notice.
18. Any Legal & General insured funds that **you** held in **your SIPP** as at 30 June 2019 will continue to be factored into the applicable **annual charge** calculation, which may reduce the amount that **you** pay. Any Legal & General insured funds were valued at that date and notionally increased by 10% for the purpose of calculating the rate of the **annual charge** only. The resultant amount is now included in the total valuation of all **your relevant products** under condition 10.3.1 of Part 1 the **general terms**. This means that having Legal & General insured funds, and investments in your SIPP on the Aegon Platform, on 30 June 2019 may reduce the average rate charge applied to any investments you hold on the Aegon Platform. Any changes to the valuation of such insured funds after 30 June 2019 will not be factored into the calculation. If **you** have any questions about what this means for **you** please contact **your intermediary** or (if **you** don't have one) **us**.

Adviser charges and service charges

19. **Adviser charges** and **service charges** relating to **your pension account** cannot currently be paid from the **pension account**. You must pay any **service charge** or **adviser charge** in accordance with the agreement **you** have with **your intermediary** if **you** have one.

Valuation

20. If **you** require a total valuation of **your SIPP** contact **your intermediary** or (if **you** don't have one) the **Scheme Administrator**.
21. If **you** have **view access** to online valuations on the Aegon Customer Dashboard **you** will be able to view the total value of any **investments** in **your SIPP** on the Aegon Platform. If **you** do not have an **intermediary** and have not registered for the Aegon Customer Dashboard, please call **us**.
22. **We** will send **you** statements as per condition 9.3.1 of Part 1 of the **general terms**. **We** will send quarterly statements showing the **investments** in **your SIPP** on the Aegon Platform. This information relates to the statement date and all transactions since the previous statement date including investment, interest, income and **our annual charge**. Valuations are based on the bid price as at the date shown on **your** statement. A copy will be made available to **your intermediary** if **you** have one.

Death

23. If **you** die while **you** have the **pension account**, **your** personal representatives should notify **us** and the **Scheme Administrator** in writing.
24. On being told of **your** death, **we** cancel all pending trades and stop reinvesting income. Instead **we** keep income in the cash facility of **your pension account** until **we** receive further instructions from the **Scheme Administrator**.
25. The **annual charge** will continue to be charged as long as **investments** are held in **your pension account**.

If you no longer have an intermediary

26. If **you** no longer have an **intermediary**, or appoint a new one, **we** notify the **Scheme Administrator** of the change on **your** behalf. If **you** change **intermediary** or if **you** no longer have one additional charges may apply to **your SIPP** in accordance with the **general terms**.

Third party rights

27. Only **we**, **you** and ReAssure UK Services Limited can enforce the **terms and conditions**. The rights of any other person under the Contracts (Rights of Third Parties) Act 1999 to enforce any provision of the **terms and conditions** are excluded.



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