

Adviser Charges Agreement

Complete this form to allow your appointed financial adviser to take adviser charges from your wrap. You can also choose to pay adviser charges directly to your financial adviser.

When changing the adviser charges, please only complete the sections you want to update. Your existing agreement will remain in force for all sections left blank or unchanged.

Section one – to be completed by you

I have appointed as my financial adviser to arrange my wrap and provide me with ongoing advice regarding the products and investments held.

I also authorise Wealthtime to facilitate the adviser charges outlined in this form.

Initial adviser charges (please select one option)

Option one

Please complete this option if you'd like any initial adviser charges to be paid based on the initial investment value across the whole of your wrap.

Please confirm the percentage of initial adviser charges:

%

Option two

Please complete this option if you'd like any initial adviser charges to be paid on a tiered basis on your whole wrap.

Amount	£	%
First £		
Next £		
Next £		
Over £		

Option three

Please complete this option if you'd like any initial adviser charges to be paid on the initial investment value of your individual product(s).

Please confirm the product(s) and the percentage or amount of initial adviser charges:

	All payments		Single payment		Regular payments		Transfer payments	
	%	£	%	£	%	£	%	£
ISA/JISA	%	£	%	£	%	£	%	£
GIA	%	£	%	£	%	£	%	£
SIPP	%	£	%	£	%	£	%	£
Offshore Bond	%	£						

Important information:

If you complete the box above regarding your Offshore Bond, we'll deduct adviser charges from your General Investment Account (GIA). Alternatively, adviser charges can be paid directly from your chosen Offshore Bond provider by completing their specific adviser charges agreement.

Please list any exclusions

Internal product movements

The initial adviser charges will not apply to internal movements of money from one product to another. If you'd like us to apply the above initial adviser charges to all internal product movements, please tick the box.

SIPP adviser charges with immediate benefits

Any percentage-based calculation (on benefits due immediately) will be based on the value of the initial investment after the deduction of any pension commencement lump sum. If you'd like us to include an unpaid pension commencement lump sum in the calculations, please tick this box.

Ongoing adviser charges (please select one option)

Option one

Please complete this option if you'd like the ongoing adviser charges to be paid on the value of assets in your wrap (except assets selected in the exclusion section).

Please confirm the percentage of ongoing adviser charges:

% p.a.

Option two

Please complete this option if you'd like the ongoing adviser charges to be on a tiered basis on your whole wrap (except product cash when indicated below).

Amount	£	% p.a.	%
First £		% p.a.	
Next £		% p.a.	
Next £		% p.a.	
Next £		% p.a.	
Over £		% p.a.	

Option three

Please complete this option if you'd like the ongoing adviser charges to be paid on the value of assets in your Wealthtime Select products (except product cash when indicated below).

Please confirm the product(s) and the percentage or amount of ongoing adviser charges to be paid per annum.

Product	% p.a.	£ p.a.
ISA/JISA	%	
GIA	%	
SIPP	%	
Offshore Bond	%	

Important information:

If you complete the box above regarding your Offshore Bond, we'll deduct adviser charges from your General Investment Account (GIA). Alternatively, adviser charges can be paid directly from your chosen Offshore Bond provider by completing their specific adviser charges agreement.

Product cash

Is the cash held in the product bank account to be excluded from the ongoing charges?

Yes No

Please note: if neither box above is ticked, we will default to a 'no' answer.

Frequency of ongoing adviser charges

Please confirm the frequency of payment for ongoing adviser charges:

Monthly in arrears Quarterly in arrears

Half-yearly in arrears Yearly in arrears

Adviser charges will be paid by us on or around the 15th of the month after they're calculated.

Please note: if this section is not completed, the frequency of ongoing adviser charges will default to monthly in arrears.

Product deductions preference

All fees and charges will be paid from the product it applies to unless specified below:

Please pay all fees and charges from my GIA.

Please pay all fees and charges from my GIA with the exception of the SIPP charges, which will be deducted from my SIPP.

Adviser charges (specified)

Please complete this option if you have agreed any adviser charges for specified advice:

Please specify the type of advice

Please specify the total adviser charges due:

SIPP (£)

GIA (£)

ISA/JISA (£)

Offshore Bond (£)

Refund of adviser charges on cancellation

You can cancel this agreement at any time by notifying us in writing, which will cancel all adviser charges agreements you've entered into with your financial adviser.

Adviser charges due to your financial adviser, calculated up to the date we receive your cancellation notice, will be paid as normal at the next payment date. You'll need to discuss with your financial adviser whether you're due a refund from them.

Data protection

Please refer to the data protection clauses included in the Wealthtime Select key features, terms and conditions and data protection privacy notice available at wealthtime.com.

Disputes

We're unable to adjudicate any disputes between you and your financial adviser regarding adviser charges. At your written request, we'll provide you with copies of your adviser charges agreements and any adviser charges agreement cancellation instruction we hold on file. If any complaints are received directly by us, they'll be investigated using our complaints procedure and a formal written response will be provided to you in line with the Financial Conduct Authority rules and those of any successor.

Client declaration

I/We confirm my/our agreement to these adviser charges and authorise and request Wealthtime Select to facilitate payment of these on my/our behalf.

I/We understand you will only facilitate payment of these adviser charges if my/our financial adviser is authorised by the Financial Conduct Authority and has agreed to the Wealthtime Select financial adviser terms of business.

Your signature Date (dd/mm/yyyy)

Full name

If there's more than one client e.g. trustees of a trust, please use the sections below.

Signature Date (dd/mm/yyyy)

Full name

Signature Date (dd/mm/yyyy)

Full name

Signature Date (dd/mm/yyyy)

Full name

Section two – to be completed by your financial adviser

Adviser charges will be paid by bank transfer to the account provided on the financial adviser registration application form, unless this has been amended in writing.

All adviser charges must be agreed in advance with each client for their wrap and/or product(s). It's your responsibility to make sure the adviser charges appropriately reflect the services being provided to your client and are reasonable as set out by the FCA.

It's your responsibility to agree a charges schedule with your client, explain the impact and maintain any necessary written authority for setting up and any subsequent changes. You're responsible for agreeing with your client how any unpaid charges will be paid (if there are insufficient funds in their wrap at the time of the charges payment).

Important information:

To enable us to facilitate ongoing adviser charges, the frequency of these payments must be specified in the appropriate section on page three.

If your adviser charges are subject to VAT please tick this box

If you've indicated that VAT is applied to your adviser charges, it's your responsibility to make sure this is in accordance with your remuneration agreement with your client.

Financial adviser firm name

Financial adviser contact name

Financial adviser signature

Date (dd/mm/yyyy)

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Important notes

Sufficient funds

Adviser charges will be paid only when there's sufficient cash in the relevant product bank account.

If there are insufficient funds in the product bank account, it may mean that adviser charges can't be paid on time.

New deposits

Where new funds or transfers are received after the wrap or product(s) have been set up, the same adviser charges terms will apply.

If you require this document in an alternative format please contact us.

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