

FEE MENU

Pension Practitioner .Com operates on fixed fee terms, our fee menu is simple, comprehensive and for the personal service we provide very competitive.

Scheme Set Up Fee

£750 for one member – this cost includes:

Provision of trust deed and rules
Provision of letters confirming membership of the SSAS
Provision of nomination of beneficiary forms for death benefits
Registration of the scheme with HM Revenue and Customs
Registration of the scheme with the Pensions Regulator
Opening of scheme bank account
Client meeting, assistance and technical guidance

For each additional member of up to three persons inclusive please add £250.

A reduced rate applies where there are more than three scheme members. A reduced rate applies where the membership includes children and/or dependants.

Annual Administration Fee

£700 for one member. For each additional member of up to three persons inclusive please add £250.

A reduced rate applies where there are more than four scheme members. A reduced rate applies where the membership includes children and/or dependants.

The annual administration fee is intended to include the comprehensive administration of the scheme for a year.

1. Pension accounting for tax returns
2. HMRC scheme return
3. HMRC event reports
4. Returns to the Pensions Regulator
5. Annual Trustees report
6. Annual benefit statement
7. General administration to ensure that the scheme remains tax exempt with HM Revenue & Customs
8. Reclaim tax relief on pension contributions, where applicable
9. Monitor and record of pension scheme loans and borrowings
10. Monitor and record benefits in payment (USP, ASP, scheme pension)
11. Monitor the lifetime allowance and preservation of pension benefits
12. Annual trustee meeting
13. Payment of death benefits and wind up of the scheme
14. Assistance and guidance as may be required from time to time to assist with the smooth running of the scheme

What is not included in the administration fee:

- Data Protection Registrar fee of £35.00 – applies to two or more trustee schemes.
- Pensions Regulator scheme registry levy of £33.00 (two members). Does not apply for 1 person SSAS.
- Money Laundering Verification check - £15.00 per member
- Where you instruct us to project manage the purchase of commercial property/land for the pension scheme.
- The administration of pension transfers in from other pension schemes - £250.00 per transfer.
- Two or more trustee meetings per year inclusive
- Legal work you instruct us to arrange on your behalf.

Takeover Fee

£350.00 for one member - this cost covers

1. Provision of new trust deed and rules
2. Provision of a deed of removal of trustee (as appropriate)
3. Disclosure to HMRC and the Pensions Regulator on takeover and changes of trustee
4. Removal of outgoing advisor
5. Review of current scheme correspondence and updating the administrative affairs of the scheme
6. Completion of HMRC forms and certifications
7. Establish scheme records and collation of information relating to the member's other pension arrangements
8. Removal of Pensioner Trustee (as appropriate) to the scheme's investments

For each additional member of up to three persons inclusive please add £150.

Examples

The cost to set up a SSAS for one member is £750, plus a quarterly administration fee of £175.

The cost to takeover another SSAS for two members amounts to £500, plus a quarterly administration fee of £237.50.

Terms of Payment

1. The scheme set up fee is payable in advance.
2. The scheme takeover fee is payable in advance.
3. The takeover fee excludes alteration to the Land Registry for any properties in the co-name of the outgoing trustee.
4. The annual administration fee is payable quarterly in advance by direct debit.
5. All fees quoted are exclusive of VAT.
6. Terms of business will be with the trustees of the scheme.
7. This fee menu forms part of our terms of business.