

DRAFT DEED OF ASSIGNMENT BY GIFT

Important notes

This deed is provided as a draft to be considered by you and your professional adviser. We can accept no responsibility for the tax or any other consequences arising out of you executing this deed, or for ensuring that the deed meets with your requirements.

This draft deed is a standard document designed only for use with RL360 plans which are written under Isle of Man law.

Who is this form for?

This form is for owners of RL360 plans who want to give all or part of their plan away to someone else. If you assign all of your plan to someone else, you will no longer own it. This means you will have no legal right to any plan benefits. If you assign part of your plan to someone else, you will have no legal right to the part which you assign away.

You can only use this deed to give your plan (or part of your plan) away absolutely. This means that you cannot place any conditions or restrictions around the assignment.

Are there any instances in which this deed cannot be used?

Yes there are, these include:

- using this deed with any plan that is not issued by RL360 or governed by the law of the Isle of Man
- assigning your plan as collateral against a loan
- where the assignee is under the age of 18.

Completing this deed

If you make a mistake as you complete the deed, either sign your initials next to the changes or complete a new deed.

Please ensure the deed is dated when submitted.

Where a plan is being assigned from a trust, please ensure that all of the trustees sign as 'Assignors'.

Once this deed has been fully completed, please return it along with the original plan documents and any previously issue endorsements to the plan documents to RL360. Evidence of identity and evidence of address will also be required for the Assignee(s). Full details of what is required and accepted as evidence are detailed at the end of this form.

Where a plan is being assigned in full, we will stop any payments currently being made from the plan to the plan owner. New income payment arrangements may then be established by the new plan owner(s) if required by completing our Withdrawal Request Form.

Where only part of a plan is being assigned, we may suspend any payments currently being made from the plan to the plan owner until the part assignment has been completed on our systems.

If this deed is not fully completed and/or we are missing any of the required evidence documents, we will be unable to register the assignment.

Please note that RL360 will be unable to deal with the Assignee(s) until we have received the appropriate identification and address verification documents.

Specified US Person

Specified US Person means a US citizen or tax resident individual who has a US residential/correspondence address or who either holds a US Passport, a US Green Card or who was born in the US and has not yet renounced their US citizenship.

More information on US FATCA can be found at www.irs.gov/Businesses/Corporations/Foreign-Account-Tax-Compliance-Act-FATCA.

If you choose Yes to being a Specified US Person, you will need to provide us with your US Taxpayer Identification Number (TIN) or US Social Security Number (SSN).

If you choose No but you have a US residential/correspondence address, hold a US Passport, a US Green Card or you were born in the US, you will need to provide us with documentary evidence that you are in the process of or have renounced your US Citizenship. RL360 can accept a certified copy of your DS-4083 form (also known as CLN - Certificate of Loss of Nationality) and/or a certified copy of your passport in which you are obtaining new citizenship.

Where should I send the completed deed?

Alterations Team, RL360, International House, Cooil Road, Douglas, Isle of Man, IM2 2SP, British Isles.

If you are assigning individual segments only and it is the intention for those segments to remain in force, please contact technical@rl360.com in the first instance as this may not be possible on your product and/or there may be restrictions once the assignment has taken place.

Please complete in BLOCK capitals throughout.

Please see page 1 for a definition of Specified US Person and for the information a Specified US Person must provide.

This Deed of Assignment is made on day of year .

Between:

	Assignor 1	Assignor 2
Full name of current plan owner	<input type="text"/>	<input type="text"/>
Address	<input type="text"/>	<input type="text"/>

(hereinafter called the Assignor(s)) of the one part and

	Assignee 1	Assignee 2
Full name of new plan owner	<input type="text"/>	<input type="text"/>
Address	<input type="text"/>	<input type="text"/>
Email address	<input type="text"/>	<input type="text"/>
Contact number	<input type="text"/>	<input type="text"/>
Date of birth (dd/mm/yyyy)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Country of birth	<input type="text"/>	<input type="text"/>
Country or countries of tax residence	<input type="text"/>	<input type="text"/>
Tax Identification Number (TIN)	<input type="text"/>	<input type="text"/>

If unavailable, provide a functional equivalent (eg National Insurance Number, Social Security Number, resident registration number)

Are you a Specified US Person? Yes No Yes No

If you tick "Yes", please confirm your US TIN or SSN.

The definition of a Specified US Person can be found in the Notes section on Page 1.

For companies and corporate trustees

If you are a company assignee (not a Corporate Trustee), in addition to this form you will be required to complete an Automatic Exchange of Information Entity Self-Certification Form along with Individual Self-Certification Forms for your controlling person.

Company name	<input type="text"/>
Correspondence address and postcode	<input type="text"/>
Country or countries of tax residence	<input type="text"/>
Company tax reference number(s)	<input type="text"/>
FATCA GIIN (if applicable)	<input type="text"/>

(hereinafter called the Assignee(s) of the other part)

Whereas:

- A. The Assignor(s) is/are legally entitled to the plans of life assurance or capital redemption (“the Plans”) specified in the Schedule to this deed.
- B. The Assignor(s) wishes/wish to assign the Plans to the Assignee(s) absolutely.
- C. The Assignor(s) warrant(s) that no party has a charge or lien on the plans.
- D. Delivery of a copy of this Deed to RL360 shall constitute the filing of notice of the assignment of the said Plan with the full benefit thereof in the manner required by the conditions of the Plan.
- E. The Assignor(s) and Assignee(s) have taken appropriate legal advice to the electiveness of this deed.

This deed witnesses as follows:

- 1. The Assignor(s) hereby assign to the Assignee(s) the Plans and all monies assured by or to become payable under the said Plan and the full benefit thereof.
- 2. This Deed is governed by, and shall be construed in accordance with, Isle of Man Law. The parties agree to submit to the non-exclusive jurisdiction of the Isle of Man Courts.

Schedule (you will find these details on your plan schedule)

Plan reference	<input type="text"/>
Do you wish to assign the whole plan or individual plan segments? (Please tick the relevant box)	Whole <input type="checkbox"/> Plan segments* <input type="checkbox"/>

***If it is the intention for those segments to remain in force, please contact technical@rl360.com in the first instance as this may not be possible on your product and/or there may be restrictions once the assignment has taken place.**

Name of Assignee	<input type="text"/>
Number of plan segments	<input type="text"/>
Name of Assignee	<input type="text"/>
Number of plan segments	<input type="text"/>

To be completed by all current plan owners

Please ensure all of the signatures below are witnessed by an independent person, over 18 and not a relative of the person whose signature is being witnessed.

	First Assignor/Trustee/Authorised Signatory	Second Assignor/Trustee/Authorised Signatory
Full name	<input type="text"/>	<input type="text"/>
Signature	<input type="text"/>	<input type="text"/>
Witness		
Full name	<input type="text"/>	<input type="text"/>
Residential address	<input type="text"/>	<input type="text"/>
Signature	<input type="text"/>	<input type="text"/>

To be completed by all new plan owners

	First Assignee/Trustee/Authorised Signatory	Second Assignee/Trustee/Authorised Signatory
Full name	<input type="text"/>	<input type="text"/>
Signature	<input type="text"/>	<input type="text"/>
Witness		
Full name	<input type="text"/>	<input type="text"/>
Residential address	<input type="text"/>	<input type="text"/>
Signature	<input type="text"/>	<input type="text"/>

Data Protection

This form collects your personal data. We require your personal data so we can provide you with services relating to the performance of your contract. You may ask us to stop processing your data, however this may disrupt the services RL360 can provide to you or may stop us being able to assist you. To find out how long we will keep your data, please refer to our privacy policy at www.rl360.com/privacy. Any data you provide to RL360 may be shared, if allowed by law, with other companies both inside and outside of RL360 and to persons who act on your behalf. Data and information about you can be transferred outside of the Isle of Man and RL360 may be required to provide it to its regulator, its government or anyone else required by law.

RL360 will use your data and information to allow for the administration of your plan, prevent crime, prosecute criminals and for market research and statistics. RL360 will, at all times, make sure that your data and information is only used in ways that are allowed by law.

You can receive a copy of the information RL360 holds about you free of charge by writing to our Data Protection Officer at: RL360, International House, Cooil Road, Douglas, Isle of Man, IM2 2SP, British Isles, or by emailing dpo@rl360.com. We can reserve the right to not send you your personal data in some circumstances - if we do we will write to you setting out the reasons why.

Our full privacy policy can be viewed at www.rl360.com/privacy or can be obtained by requesting a copy from our Data Protection Officer.

Evidence required where the Assignee is an individual

Documents that can be accepted as satisfactory evidence of identity

- A valid 'full' passport
- A national ID card (carrying a photograph)

Where the above documents are not available, please phone us on +44 (0)1624 681682 or email alterations@rl360.com.

Documents that can be accepted as satisfactory evidence of current residential address

- A current driving licence
- A utility, rates or council tax bill. The utility bill should be no more than 3 months old. Mobile telephone bills are not acceptable
- An entry in a local telephone directory
- An extract from the official register of electors
- A state pension, benefit book or other government produced document showing benefit entitlement
- A tax assessment document
- An account statement from a bank or bank credit card. Statements featuring a "care of" or accommodation address are not acceptable. Non-bank cards, such as store cards are not acceptable.
- Proof of ownership or rental of the residential address
- Proof of payment for a PO Box service (which must also show your current residential address), where the PO Box is shown is also your correspondence address
- A mortgage statement

Evidence required where the Assignee is an Individual Trustee

- Suitably certified identity and current residential address documentation for each trustee
- Suitably certified copy of the trust deed and any subsequent deed(s) of appointment or retirement

Evidence required where the Assignee is a Company

- A full list of directors
- Suitably certified certificate of incorporation
- A copy of the latest annual report and accounts (only required where available)
- Suitably certified documentation verifying registered address
- Suitably certified identity documentation for your named executive director and director or two partners in a partnership
- A full list of authorised signatories (including board resolution for public limited companies) showing officers from whom we can take instructions and including specimen signatures. For charities (only) we will require suitably certified identity documentation for at least two signatories, and where possible, these should be different to the two named directors
- Suitably certified identity documentation for all shareholders or those with a beneficial interest of 25% or more.

Evidence required where the Assignee is a Corporate Trustee

- The same as where the Assignee is a company but in addition we need a suitably certified copy of the trust deed together with any copies of any subsequent deed(s) of appointment or retirement.

Suitably Certified Copy Documentation

We can accept certification of copy documents by your financial adviser, assuming they hold established Terms of Business with us and, where appropriate, have been granted Suitable Certifier Status. Please consult your financial adviser to determine if they can certify your documents.

Where Suitable Certifier status is not held, we will only accept certification by one of the following 'Suitable Certifiers':

- a British Embassy official
- a Notary Public (or equivalent)
- a lawyer
- an accountant who is a member of an institution or other professional organisation imposing on its members a requirement to abide by AML obligations or who is regulated by a regulatory organisation
- a member of the judiciary.

The certifier must:

- add the statement 'Certified as a true copy taken from the original'
- sign and date the copy document on all pages
- print their name clearly in BLOCK CAPITALS underneath their signature
- record the capacity or position in which they are certifying the document
- add their company name or official stamp or seal.
- The documents which we receive must contain the original certification and stamp.

Automatic Exchange of Information

Automatic Exchange of Information (AEOI) is the United States Foreign Account Tax Compliance Act (FATCA) and the Organisation of Economic Cooperation and Development (OECD) Common Reporting Standards (CRS). Under these tax regulations and intergovernmental agreements entered into by the Isle of Man, we are required to collect information which may be exchanged by the Isle of Man Government with other jurisdictions.

If the Assignee(s) are a Company or a Trust where Individuals act as Trustees (not Corporate Trustees), you will need to complete our AEOI Entity Self-Certification Form for the entity. Please also arrange to have completed an AEOI Individual Self-Certification Form for each controlling person of the entity.

Details of who is considered to be a controlling person under AEOI can be found in our AEOI Definitions document which can be found here:

www.rl360.com/generic/downloads/tech032.pdf.

The AEOI Entity and Individual Self-Certification Forms can be found here: www.rl360.com/row/downloads/forms.htm.