



**CHARTERED**  
FINANCIAL PLANNERS

**P & P Invest Ltd**  
**Units 17/18, Building 2**  
**Shamrock Quay, William Street**  
**Southampton, SO14 5QL**

## **About Our Services and Costs** **For Lump Sum Investment**

### **Scope of Service**

We are Independent and therefore provide investment services from the whole market. For Term Assurance, Critical Illness, Income Protection and Whole of Life we offer products from a range of insurers.

### **The Level of Our Service**

We will advise and make a recommendation for you after we have assessed your needs for investment products, Term Assurance, Critical Illness, Income Protection and Whole of Life.

### **Paying For Services**

Not all firms charge for advice the same way. We will discuss your payment options with you and answer any questions you may have. No charge will be made until you have agreed how we are paid.

### **We Are Paid by Fee**

For investment, Pension and general financial planning advice, whether you buy a product or not, a fee will be charged for our advice and service.

### **Protection Business**

We are able to receive commission should you buy a protection product through the product provider. You have the option in either paying for the advice relating to your protection needs, through any commission available from the product, or by paying us a fee instead. We will tell you how much the commission is before the transaction. If you choose to pay us by commission, we will keep the commission and not charge you a fee. If you choose to pay us a fee this will be fixed at £500 and will not be subject to VAT. If you select this option a separate Fee Agreement will be provided for you before establishing any protection business.

### **Fee Schedule**

We will agree the rate we will charge before beginning work. We will tell you if you have to pay VAT.

Our typical charges are:

To provide an initial review of your situation for a fixed fee to include:

- An appraisal of your current situation, the completion of a detailed Financial Report listing recommendations, a second meeting to discuss advice in detail – Charge between £500 - £700 depending on complexity and will be confirmed to you in writing.

### **Initial Fee**

To implement recommendations a **tiered** fee structure is charged:

| <b><u>Sum Invested</u></b>   | <b><u>Initial Fee</u></b> |
|------------------------------|---------------------------|
| The first £250,000           | 2.5%                      |
| The next £250,000 - £500,000 | 1.5%                      |
| Above £500,000               | No charge                 |

### **Portfolio Management**

An annual Portfolio Fee of 1% will be charged. This will be calculated daily and deducted from the Portfolio on a monthly basis. The fee will include the following services:

- Fund management of your Investment Portfolio
- Annual review of the investment strategy, fund selection and Portfolio analysis
- All administration associated in running the Portfolio and making changes as and when required

### **Reviews**

To undertake a regular review of your affairs a fixed monthly fee is charged as follows:

- An annual review of your affairs conducted by telephone with six-month valuations by email or post – £20 per month
- An annual review of your affairs with one face-to-face meeting together with a six-month valuation provided by post or email - £50 per month
- Six monthly reviews incorporating two face-to-face meetings - £70 per month
- A quarterly review including four face-to-face meetings - £90 per month

Ongoing services can be cancelled at any time by simply informing us in writing. Please note that we reserve the right to charge you for services provided prior to cancellation.

### **Trusts**

To advise on the suitability of a Trust and completion of Trust Deed from £250.

### **Tax Return**

Completion of annual tax return from £500.

You may ask us for an estimate of how much in total we might charge. You may also ask us not to exceed a given amount without checking with you first.

## **Method of Payment**

The initial appraisal of your situation and compilation of a Financial Planning Report should be settled by means of online banking.

The fee for implementing recommendations can either be settled by means of online banking or deducted from the capital invested. VAT will not be charged for this transaction.

The Portfolio Fee is settled through the capital invested.

Ongoing advice that requires a face-to-face meeting is normally settled by means of Standing Order, although you have the option to pay by online banking if you prefer.

## **Authorisation Statement**

P&P Invest Ltd is authorised and regulated by the Financial Conduct Authority. The Financial Conduct Authority regulates the financial services industry in the UK and their address is 25 The North Colonnade, Canary Wharf, London, E14 5HS. You can check this on the FCAs Register by visiting the FCAs website [www.FCA.org.uk/register](http://www.FCA.org.uk/register) FCA No. 668704 or by contacting the FCA on 0845 606 1234.

## **Complaints**

If you wish to register a complaint, please write to Kevin Pattinson at P&P Invest Ltd at Units 17/18, Building 2 Shamrock Quay, William Street, Southampton SO14 5QL or telephone 02380 226640.

A summary of our internal complaints handling procedures for the reasonable and prompt handling of complaints is available on request.

If you cannot settle your complaint with us, you may be entitled to refer it to the Financial Ombudsman Service. More information is available on request or by visiting [www.financial-ombudsman.org.uk](http://www.financial-ombudsman.org.uk).

## **Compensation Scheme**

We are covered by the Financial Services Compensation Scheme (FSCS) if we cannot meet our obligations. This is dependent upon the type of business and the circumstances of the claim. Most types of investment business are covered up to a maximum of £85,000 per investment group. Further information about this compensation scheme arrangement is available from the FSCS. Long term insurance (Pension and Life Assurance) advising and arranging is covered for 100% of the claim, without any upper limit.

**Table 1 – Fee if you invest a monthly sum**

| Products | Comparison of costs | Example based on £100 a month  |
|----------|---------------------|--|
|          | Our maximum         | This shows the maximum costs of our sales and advice for a monthly investment or premium of £100, ignoring any changes in fund value |

***Savings and Investments***

|   |  |  |
|---|--|--|
| <b>*Collective Investments (e.g. Unit Trusts)</b> | <b>2.5%</b> of all payments plus <b>1%</b> of your fund value each year from year <b>1</b> | <b>£30</b> each year plus <b>£12</b> in year <b>1</b> , <b>£24</b> in year <b>2</b> and so on. (The actual amount in later years will vary in line with your fund value) |
|---|--|--|

***Saving for Retirement***

|                           |  |  |
|---------------------------|--|--|
| <b>*Personal Pensions</b> | <b>2.5%</b> of all payments plus <b>1%</b> of your fund value each year from year <b>1</b> | <b>£30</b> each year plus <b>£12</b> in year <b>1</b> , <b>£24</b> in year <b>2</b> and so on. (The actual amount in later years will vary in line with your fund value) |
|---------------------------|--|--|

|                             |  |  |
|-----------------------------|--|--|
| <b>Stakeholder Pensions</b> | <b>2.5%</b> of all payments plus <b>1%</b> of your fund value each year from year <b>1</b> | <b>£30</b> each year plus <b>£12</b> in year <b>1</b> , <b>£24</b> in year <b>2</b> and so on. (The actual amount in later years will vary in line with your fund value) |
|-----------------------------|--|--|

**Table 2 – Fee if you invest a lump sum**

| Products | Comparison of costs | Example based on £10,000 lump sum   |
|----------|---------------------|---|
|          | Our maximum         | This shows the maximum costs of our sales and advice for a lump sum investment of £10,000, ignoring any changes in fund value |

***Savings and Investments***

|   |   |  |
|---|---|--|
| <b>*Collective Investments (e.g. Unit Trusts)</b> | <b>2.5%</b> of the amount you invest plus <b>1%</b> of your fund value each year from year <b>1</b> | <b>£250</b> plus <b>£97</b> each year from year <b>1</b> . (The actual amount in later years will vary in line with your fund value) |
| <b>*Investment Bonds</b>                          | <b>2.5%</b> of the amount you invest plus <b>1%</b> of your fund value each year from year <b>1</b> | <b>£250</b> plus <b>£97</b> each year from year <b>1</b> . (The actual amount in later years will vary in line with your fund value) |

***Saving for Retirement***

|                           |  |  |
|---------------------------|--|--|
| <b>*Personal Pensions</b> | <b>2.5%</b> of all payments plus <b>1%</b> of your fund value each year from year <b>1</b> | <b>£250</b> plus <b>£97</b> each year from year <b>1</b> . (The actual amount in later years will vary in line with your fund value) |
|---------------------------|--|--|

***Stakeholder Pension***

|                             |  |  |
|-----------------------------|--|--|
| <b>Stakeholder Pensions</b> | <b>2.5%</b> of all payments plus <b>1%</b> of your fund value each year from year <b>1</b> | <b>£250</b> plus <b>£97</b> each year from year <b>1</b> . (The actual amount in later years will vary in line with your fund value) |
|-----------------------------|--|--|

***At Retirement***

|                   |                                    |             |
|-------------------|------------------------------------|-------------|
| <b>*Annuities</b> | <b>2%</b> of the amount you invest | <b>£200</b> |
|-------------------|------------------------------------|-------------|

|                         |   |  |
|-------------------------|---|--|
| <b>*Income Drawdown</b> | <b>2.5%</b> of the amount you invest plus <b>1%</b> of your fund value each year from year <b>2</b> | <b>£250</b> plus <b>£97</b> each year from year <b>1</b> . (The actual amount in later years will vary in line with your fund value) |
|-------------------------|---|--|

**\*Option to pay fee through product**