

Retirement has more potential with

PRUDENTIAL

Application form

Please use black ink and write in CAPITAL LETTERS or tick as appropriate. Any corrections must be initialled. Please do not use correction fluid as this will invalidate your application.

References to Suffolk Life are to Suffolk Life Annuities Ltd.

Prudential's SIPP

You can access Prudential's SIPP by selecting the Self-Invested Fund option from the range of funds available on the Prudential Flexible Retirement Plan. Suffolk Life are working with us to provide the SIPP administration.

About this form

This form applies if you want:

- ▶ Suffolk Life to acquire property as an investment within your SIPP fund.

Please complete this form as fully as possible and sign in both parts (investment and insurance), but do not delay in returning it to us if some details are not known.

Please return the completed form to

Prudential SIPP
PO Box 737
Ipswich
IP1 9EP

This is a legally binding document between you and us (including Suffolk Life). References to "Prudential" and to "us" include Suffolk Life.

Please read "*Buying UK Commercial Property Using Prudential's SIPP*" and "*Property Insurance Notes*" before completing this form.

These documents are available from your financial adviser.

Section A Investment

Please note:

The first investor will be the point of contact for Prudential.

If the other investors are using their SIPP to invest it must be a Prudential SIPP. We do not allow a property to be held by more than one SIPP provider.

Part 1 – Details of investors

- ▶ This section is for completion by all planholders who wish to invest. Joint investors should nominate one individual to be our point of contact (and whose details should be the first to be entered in this section).

If there are more than eight investors, please use photocopies of page 2 and attach them to the form.

Title	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other <input type="text"/>
Full forename(s)	<input type="text"/>				Surname <input type="text"/>
Plan number	<input type="text"/>				Home telephone number <input type="text"/>
E-mail address	<input type="text"/>				Work telephone number <input type="text"/>
Date of birth	<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"/>

Part 1 – Details of investors – continued

Title Mr Mrs Miss Ms Other

Full forename(s) Surname

Plan number Home telephone number

E-mail address Work telephone number

Date of birth

D	D	M	M	Y	Y	Y	Y
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 Mobile telephone number

Title Mr Mrs Miss Ms Other

Full forename(s) Surname

Plan number Home telephone number

E-mail address Work telephone number

Date of birth

D	D	M	M	Y	Y	Y	Y
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 Mobile telephone number

Part 1 – Details of investors – continued

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 Mobile telephone number

Title Mr Mrs Miss Ms Other

Full forename(s) Surname

Plan number Home telephone number

E-mail address Work telephone number

Date of birth

D	D	M	M	Y	Y	Y	Y
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 Mobile telephone number

Part 2 – Property information

Address

Address of the property ("the property").

Postcode

Please give details below of exactly what all parts of the property are currently being used for.

Residential property is not a permitted investment.

Description and use of the property (eg. warehouse for book storage, solicitors' offices, etc.)

--

Does the property include living accommodation?

Yes

No

If **Yes**, please give details below.

--

A. Disputes

A1. Are you aware of any disputes of any kind in relation to the property or of any circumstances which might lead to any such disputes?

Yes

No

If **Yes**, please give details below.

--

B. Asbestos inspection

B1. Has the property been inspected pursuant to the asbestos regulations?

Yes

No

B2. If **Yes**, has an inspection report been prepared?

Yes

No

If **Yes**, please supply a copy as soon as possible.

Copy attached

Copy to follow

Copy not available

C. Legal actions

C1. Are you aware of any action, actual or impending, which might be taken with respect to the property by the local authority or any other public authority?

Yes

No

If **Yes**, please give details below.

--

Part 2 – Property information – continued

D. Adjoining properties

D1. Does the property directly adjoin any property already owned by you or a person connected with you? Yes No

If **Yes**, please give details below.

E. Contamination

E1. Have you any cause to think that the property may be contaminated in any way? Yes No

If **Yes**, please give details below.

F. Unusual provisions

F1. Do any unusual provisions apply? (eg. options, rights, etc.) Yes No

If **Yes**, please give details below.

G. Property

G1. Has the property been registered at the Land Registry? Yes No Not known

G2. Type of ownership of the property Freehold Long Leasehold Commonhold

If **long leasehold** please give details below.

Ground rent each year Outstanding term of lease years

Property purchase

Proposed date of exchange of contracts

Part 3 – Lease information

➤ This section is for details of the occupant or proposed occupant.

Details of lease

Will the existing lease continue after completion?

Yes No

Will a new lease need to be drawn up after completion?

Yes No

Details of tenant/proposed tenant

Full name(s)

Please tick.

Tenant uses, or intends to use, the property as detailed in Part 2.

Other

If **Other**, please give details below.

Address

<input type="text"/>
<input type="text"/>
<input type="text"/>

Telephone

E-mail address

Rent/proposed rent

£ each year

Term remaining/proposed term

years

Please tick.

Is the tenant You, your business, or someone connected with you?

Other?

Part 4 – Details of acquisition

Property purchase

Purchase price

£

Is purchase price subject to VAT?

Yes No

If **Yes**, is the figure inclusive of VAT?

Yes No

Part 5 – Sources of funds

➤ This section is for details of the property purchase. It tells us how you propose to finance the acquisition.

The sources of funds include lending, transfer values from other pension schemes, contributions to your SIPP, and existing Prudential Flexible Retirement Plan funds.

Property purchase

Funds for the purchase – these can be assembled from the following:

Transfers

£

Contributions

£

Existing Prudential Flexible Retirement Plan funds

£

Subtotal

£

Less current approximate Prudential Flexible Retirement Plan borrowings

£

Current net fund value

£

If you need your Prudential SIPP to borrow, to purchase or develop the property, your SIPP can only borrow an amount up to 50% of the net value of your Prudential Flexible Retirement Plan fund (less any existing borrowing) at the point of purchase or property development.

Please note that VAT, if payable, must be accommodated within this limit.

Do you need to borrow funds?

Yes No

If **Yes**, please give details on the next page.

Part 5 – Sources of funds – continued

Amount of loan required

Towards property purchase

£

To cover property development work

£

Has any lender made an indicative offer? Yes No If **Yes**, please supply a copy.

Please also complete the lender's details in "**Details of lender**" below.

Details of lender

Name of lender

Contact name

Address

Postcode

Telephone

Fax

E-mail address

Part 6 – Professionals

› This section is for details of your preferred solicitor and valuer.

Suffolk Life will normally be happy to appoint these professionals to act for them in the property purchase for your SIPP(s).

Solicitor

To purchase the property and, where necessary, to draw up lease.

Firm

Contact name

Address

<input type="text"/>
<input type="text"/>
Postcode

Telephone

Fax

E-mail address

Valuer

To advise on the purchase/the terms of any new lease.

Firm

Contact name

Address

<input type="text"/>
<input type="text"/>
Postcode

Telephone

Fax

E-mail address

Please note: Must be Royal Institute of Chartered Surveyors or Fellow, Incorporated Society of Valuers and Auctioneers.

Part 7 – Seller

› This section is for details of the seller and their solicitor.

Details of seller

Name

Address

Postcode

Telephone

E-mail address

Details of the seller's solicitor

Name

Address

Postcode

Telephone

E-mail address

Is the seller connected with you? Yes No

If **Yes**, please give details of connection below.

Part 8 – Declaration, details of ownership and signature(s)

- › Please read the declaration before entering details of ownership. All investors involved in the purchase must sign the form.

Investor's declaration

Declaration

- › I/We confirm that I/we have read and understood "Buying UK Commercial Property Using Prudential's SIPP" and "Property Insurance Notes" published by Prudential.
- › I/We authorise Suffolk Life to instruct the above mentioned solicitor, valuer and, where appropriate, lending source or such other solicitor, valuer or lender as may be decided.
- › I/We agree that Suffolk Life should arrange an environmental audit if advised as expedient by the valuer or other appropriate professional or arrange insurance cover if that is a reasonable alternative.
- › I/We agree that all costs, fees and charges associated with the purchase and administration of the property (including, where applicable costs, fees and charges in connection with any aborted purchase or sale and an environmental audit) should be borne by my Self-Invested Fund within my/our Prudential Flexible Retirement Plan.
- › I/We agree to be responsible for all liabilities, losses, damages and costs which Suffolk Life and/or Prudential may incur in acquiring the property (whether successfully or not) and subsequently holding it and I/we agree to reimburse Suffolk Life and/or Prudential if they pay any such liabilities, losses, damages and costs.
- › I/We confirm that either:
 - I/We have no connection with the seller and that neither I/we nor anyone connected with me/us has owned the property within the last three years, or
 - I/We have disclosed full details of any connection in Part 7.
- › I/We understand that Suffolk Life will proceed to acquire the property on the basis of the contents of this form and I/we acknowledge that Suffolk Life may acquire title to the property in the name of a nominee.
- › I/We acknowledge that Suffolk Life Annuities nor Prudential monitor the property on an ongoing basis. I/We acknowledge that any responsibility for doing so falls upon me/us and that I/we will reimburse Suffolk Life and/or Prudential to be extent of any liabilities, losses, damages and costs which they may incur, for example, as a result of the property becoming or remaining taxable property.
- › Where there is more than one investor, liability is acknowledged and agreed to be joint and several. This means that I/we are jointly and individually liable for the whole amount.
- › If I/we instruct you to sell the property, or otherwise dispose of it, I /we acknowledge that a valuation of the property will be required at that time.

How we use your personal data

For a copy of your Data Protection Notice please refer to your original application form. If you have any questions about this please write to:

The Information Risk and Privacy Department, The Prudential Assurance Company Ltd, 3 Sheldon Square, London, W2 6PR.

For certain products we will need to process sensitive personal data such as health data. By signing and returning this form, you consent to us processing your sensitive data.

Prudential Assurance Company Limited is part of the Prudential group of companies which at the time of printing includes Prudential UK & Europe, the M&G Investments Group, Prudential Corporation Asia, Jackson National Life, and PPM America Inc (indirect wholly owned subsidiary).

Part 8 – Declaration, details of ownership and signature(s) – continued

The proposed percentage shares in the property should reflect the respective contributions towards the purchase price by each investor.

Please complete the following for each investor in the order in which they have been entered in Part 1.

If there are more than eight investors, please use photocopies of this page and attach them to this form.

Please sign.

Signature <div style="border: 1px solid black; padding: 5px; min-height: 30px;">X</div>	Date <table border="1" style="width: 100%; text-align: center; border-collapse: collapse;"> <tr> <td style="width: 12.5%;">D</td><td style="width: 12.5%;">D</td><td style="width: 12.5%;">M</td><td style="width: 12.5%;">M</td><td style="width: 12.5%;">Y</td><td style="width: 12.5%;">Y</td><td style="width: 12.5%;">Y</td><td style="width: 12.5%;">Y</td> </tr> </table>	D	D	M	M	Y	Y	Y	Y
D	D	M	M	Y	Y	Y	Y		
Name <input style="width: 90%;" type="text"/>	Percentage share <input style="width: 50%;" type="text"/> %								

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D	D	M	M	Y	Y	Y	Y		
Name <input style="width: 90%;" type="text"/>	Percentage share <input style="width: 50%;" type="text"/> %								

Total of all percentage shares %

The percentage shares will be finalised after completion and confirmed in a group investment agreement which we will supply, and which all joint investors will need to sign.

Section B – Insurance

Part 1 – Application for insurance cover

- ▶ Unless legal responsibility rests with a third party to insure, Suffolk Life will insure the property for you. In the event that Suffolk Life are paid commission in respect of the property insurance policy, they will retain this.

The insurance policy covers only the land and buildings. It does not cover the active risks, e.g. contents, business interruption or liability under occupiers' liability laws.

Details of the property

Address

Postcode

Please give details below of exactly what all parts of the insured property are to be used for.

--

Trade/use of insured property (eg. office, clothes shop, bookshop, electronic warehouse, etc.)

Annual rent payable by occupier

£

Details of property construction

If the property is not farmland, please continue below. Otherwise go on to "**Notifications**" section overleaf.

Are the premises constructed of brick, stone or concrete?

Yes No

If **No**, please give details below.

--

Is the roof slate, tile, asbestos, metal or concrete?

Yes No

If **No**, please give details below.

--

Are the buildings and electrical installations (if any) maintained in good repair?

Yes No

If **No**, please give details below.

--

Are the floors concrete?

Yes No

If **No**, please give details below.

--

Is there a basement?

Yes No

Is any part of the premises vacant?

Yes No

If **Yes**, please give details below.

--

Part 1 – Application for insurance cover – continued

Have the premises ever been converted?

Yes No

If **Yes**, please give details below.

How many storeys (including ground floor)?

Will the property be elected for VAT?

Yes No

For completion by Prudential (as advised by valuer):

Age of the premises	<input type="text"/>
Building sum insured	£ <input type="text"/>

Notifications

The following interests will be noted on the policy, if applicable.

Name of tenant

Address

Postcode

Name of mortgagee

Address

Postcode

Claims history

Please give details below of any insurance claims made in respect of the property.

Insurance claims

Part 1 – Application for insurance cover – continued

Insurance declaration

Declaration

All investors involved should read the declaration below before signing this part of the form.

- ▶ I declare that the foregoing statements and particulars are true and complete.
- ▶ I confirm that I have read and understood the insurance notes.

If there are more than eight investors, please use photocopies of this page and attach them to this form.

Please sign.

1

Signature

X

Date

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

2

Signature

X

Date

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

3

Signature

X

Date

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

4

Signature

X

Date

D	D	M	M	Y	Y	Y	Y
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5

Signature

X

Date

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

6

Signature

X

Date

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

7

Signature

X

Date

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

8

Signature

X

Date

D	D	M	M	Y	Y	Y	Y
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For completion by Suffolk Life:

Please add this property to our existing policy and put it on cover from the date indicated below until the last day in April. Thereafter, please renew annually until advised otherwise.

Date cover is to commence

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

In respect of the above property, please always quote the following numbers:

Property Reference Number

7

Fixed Asset Number

F	A
---	---

Please sign.

Signed for and on behalf of Suffolk Life

Date

X

D	D	M	M	Y	Y	Y	Y
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www.pru.co.uk

'Prudential' is a trading name of The Prudential Assurance Company Limited, which is registered in England and Wales. This name is also used by other companies within the Prudential Group, which between them provide a range of financial products including life assurance, pensions, savings and investment products. Registered Office at Laurence Pountney Hill, London EC4R 0HH. Registered number 15454. Authorised and regulated by the Financial Services Authority.

FRPM10010.01/2010