

DNS Associates Ltd

SSAS

Small Self-Administered Pension Scheme

Fee Schedule 2018

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SSAS Fee Schedule

2018

Initial fee		£200 plus VAT per Member (£300 plus VAT minimum, Capped at £1200 plus VAT)	Administration fee for transfer of pension arrangements	£100 plus VAT per policy
to include:	Provision of	Trust Deed and Rules	Loans to a sponsoring employer	
		Death benefit nomination forms	Initial fee	£400 plus VAT
	Registration of scheme with	HMRC	Annual fee	£150 plus VAT per loan
		Information Commissioner	to include:	
		The Pensions Regulator	Liaising	with you and your advisers about structuring the loan
	Opening	a bank account for the scheme		with your accountant
			Provision	with your solicitor
				of a draft loan agreement
				of a loan repayment schedule
Takeover fee				
We will happily review your scheme and provided that there are no outstanding HMRC issues, take over any scheme with no initial charge.				
Annual fees				
Annual fee for the scheme		£200 plus VAT per Member (£300 plus VAT minimum, Capped at £1200 plus VAT)	Loans to other parties	
to include:	Acting	as the Independent Trustee of the scheme	Initial fee	£300 plus VAT
		as the Scheme Administrator	Annual fee	£150 plus VAT per loan
	Attending	an annual review meeting	Property transaction	
	Operation	of the bank account	Purchase fee	£400 plus VAT
	Performing	all day-to-day administration	Sale fee	£400 plus VAT
	Assessment	of maximum permissible pension contributions	Annual fee	£150 plus VAT per property in the scheme
			to include:	
			Liaising	with you and your advisers about structure
				with your solicitor
			Reviewing	all paperwork
Investments (per transaction)				
Conventional Investment		£100 plus VAT	Borrowing	
Unconventional Investments (e.g. non-FCA authorised funds, P2P lending, gold bullion, hedge funds)		£100 plus VAT	Initial fee	£400 plus VAT
Unquoted Shares		£100 plus VAT	Annual fee	£150 plus VAT per loan
In-Specie / Connected Party (excluding above)		£150 plus VAT	Transfers Out and Scheme Wind-Up	
Addition/Removal of an Employer or a Member		£200 plus VAT	Cash Transfer-Out	£100 plus VAT
			In-Specie Transfer-Out	£150 plus VAT
			Overseas Transfer-Out	£300 plus VAT
			Scheme Wind Up	£300 plus VAT
			Transfer of Trusteeship	£300 plus VAT

Benefit drawing

Tax-free lump sum	£100 plus VAT per payment
Annual pension payment	£100 plus VAT per annum
Monthly pension payment	£150 plus VAT per annum
Capped drawdown review	£200 plus VAT per annum

Regulatory reporting

HMRC event report	£100 plus VAT per event report
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1. The above are our current fee scales. Fees are reviewed on 1st January each year in the light of inflation. Our annual fees mentioned above are charged annually at the scheme anniversary. All other charges will be invoiced upon completion of works performed. The initial fee may include payments made by us to other professionals involved in the establishment or transfer of the scheme. Additional charges may apply for clients with specialist requirements. We will discuss these with you in advance.

2. The scheme will be liable for external transaction costs such as stock exchange fees, custody fees, stockbrokers' commission, stamp duty, valuation on and legal fees and bank charges.

3. We require a minimum balance of £1,000 to be held in the pension scheme's bank account to cover any regulatory costs or unanticipated expenses. Where illiquid assets such as property, unquoted shares, and loans are held we require a minimum balance of £3,000.

4. Our fees do not include fees payable from the Scheme fund to an appointed Adviser, Investment Manager or third party. These will be subject to a separate agreement between the relevant party and the Member Trustees.

5. Annual fees may increase each year. We will give you 30 Business Days notice in advance of the amendment or increase.

6. We send VAT invoices for our fees to our main contact for the scheme. Fees are payable within 30 Business Days of the date of our invoice.

7. Our fees may be automatically deducted from the pension scheme's Trustee bank account when they fall due, or you may opt for them to be settled by a Principal or Participating employer of the scheme. Where you have chosen for fees to be taken from the scheme bank account, we will withdraw the amount due within two weeks of issuing the invoice or, in the case of a new scheme, as soon as cleared funds are available. If there are insufficient funds available in the scheme bank account, we will ask you or your adviser to arrange settlement by disinvesting other scheme investments in accordance with your agreement that payment will not be unreasonably withheld. We have the right to pursue payment of unpaid fees from the Member Trustees personally.

8. Where there is no longer an employer connected to the scheme we will automatically deduct our fees from the pension scheme bank account.

9. Where the pension scheme operates using our standard banking arrangements we may receive interest on all combined balances. We may receive commission for arranging property insurance. Details will be provided where applicable.

10. There are regulatory levies applied to your scheme such as the Pensions Regulator, Information Commissioner, and HM Revenue & Customs. We will pay these levies and charges from your scheme fund by deduction from the trustee bank account, other assets of the fund or by requesting payment by the Principal Employer or Member Trustees. These levies and charges can change over time and we cannot, therefore, be specific as to their amounts.

11. We reserve the right to continue to charge fees for as long as there are scheme investments registered in the name of DNS Associates Ltd.

12. Our fees may change over time and our current fee schedule will be available on our website and is sent to you annually. Our current schedule will be the applicable schedule for each SSAS we operate.

13. We reserve the right to charge interest on late payment of our fees at a rate of 3% p.a. above the Bank of England base.

DNS Associates Ltd

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