



QUEST  
CAPITAL  
TRUSTEES

Your Path to Financial Independence

# QUEST PERSONAL RETIREMENT BOND APPLICATION FORM

A flexible, cost efficient retirement investment vehicle that puts you in complete control, designed specifically for your retirement.

# PRB

## APPLICATION FORM

### SECTION 1 – BONDHOLDER DETAILS

Mr  Mrs  Ms

Forename (s) ..... Surname .....

Address ..... **Please notify us of future changes in your address**

Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Telephone No. .... PPS Number

Email \* ..... Fax No. ....

Normal Retirement Age:  \* this will be our primary method of correspondence with you

### STATUS

Married  Single  Widow(er)  Separated  Divorced  Civil Partnership

Spouses / Partners First Name(s) ..... Surname .....

Spouse / Partners Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Date Employment Started \_\_\_\_/\_\_\_\_/\_\_\_\_ Date Employment Ceased \_\_\_\_/\_\_\_\_/\_\_\_\_

Salary at Date of Leaving Service .....

Other Earnings for last 3 years before leaving service (e.g. bonus, overtime, bik) €..... €..... €.....

(20% directors only) Total Earnings for last 3 years before leaving service €..... €..... €.....

### SECTION 2 – REVENUE INFORMATION

The following information is required for the purpose of calculating Revenue pension maximum limits. Failure to provide us with this information is in breach of the Revenue rules and could result in Revenue action regarding member benefits. **Please tick** the appropriate box for each of the following, note if neither box is ticked, we assume the answer is 'no'. If you answer 'yes' to any of the questions, please provide details in the notes section at the end of this form.

	Yes	No
(a) Is the member and/or his/her dependant(s) entitled to benefits from another pension plan?		
(b) Has the member received any pension benefits (including tax free lump sum payments or a refund of previous contributions?)		
(c) Does the member and his/her spouse/dependents hold 20% or more of the equity and/or the voting control of the company?		
(d) Has the employee irrevocably surrendered his/her right to take a tax free lump sum in respect of some of his/her pension?		
(e) Does any of the transfer relate to benefits from more than one previous pension scheme? If yes, Please provide details		
(f) Is there a Pension Adjustment Order in place against any of your pension benefits?		

### SECTION 3 – INITIAL INVESTMENT OPTIONS

**Fund / Investment Name**

**Amount to be invested**

- |               |       |
|---------------|-------|
| 1. Bank ..... | ..... |
| 2. ....       | ..... |
| 3. ....       | ..... |
| 4. ....       | ..... |
| 5. ....       | ..... |

**Initial Set Up Fee** € ..... + VAT

**Annual Fee** ..... % of Fund Value

Minimal annual charge € .....

Please note we will ensure there is sufficient liquidity in the PRB to pay fees and or levies/taxes. Please note that liquidity fee restrictions will reduce the amount that can be invested.

### SECTION 4 – DECLARATIONS

1. I consent to Quest applying for units in the Quest II Fund on behalf of my PRB. Quest are trustee of the Quest II Fund.
2. I hereby consent to the provision of information to the Revenue Commissioners if requested in relation to this investment.
3. I certify that I have received independent financial advice prior to the making of this investment. I understand that Quest will not be involved in providing investment advice in relation to investments selected in my PRB. I understand that values can go down as well as up. I understand that if there is gearing (lending) involved in an investment there may be a higher degree of risk involved in that investment. All fees in the investment have been explained to me and I am satisfied with the fees.
4. If I decide to exercise my cooling off option on an insured product (which should be exercised in writing), my fund will be refunded less the adjustment for any downward movement in the value from the date of the investment to investment cancellation date along with any fees incurred.
5. By signing this form I am indemnifying Quest against any and all costs and claims incurred or suffered arising directly or indirectly out of the signing by Quest of the investment application and/or making the investment or otherwise in connection with the investment.
6. I confirm that the Financial Advisor noted in Section 6 is my financial advisor in respect of my Quest PRB and remains so unless otherwise notified to Quest.
7. I acknowledge Quest does not provide any financial advisory role in respect of my Quest PRB and acts on an execution only basis.
8. I consent to the sharing of my all necessary information with my financial advisor noted in this application in accordance with Data Protection and GDPR requirements.

**Warning:** Please note that the provision of this product or service does not require licensing, authorisation, or registration with the Central Bank and, as a result, it is not covered by the Central Bank's requirements designed to protect consumers or by a statutory compensation scheme.

**Bondholder signature** ..... **Date** .....

## SECTION 5 – PERSONAL RETIREMENT BONDHOLDER DECLARATION

**Warning:** If you propose to take out this bond in complete or partial replacement of any existing policy, please take special care to satisfy yourself that this bond meets your needs. In particular, please make sure that you are aware of the financial consequences of replacing your existing plan. If you are in doubt about this, please contact your current provider or financial advisor.

I accept the terms and conditions provided.

I authorise the Revenue and the Department of Social and Family Affairs to give Quest my most recent address held on their records at any time in the future.

I declare that the information provided in this and other related forms (if any) are true and complete to the best of my knowledge and belief whether in my handwriting or not and that this application and declaration shall form the basis of the contract with Quest.

I consent to Quest seeking relevant information relating to my past, present, future employments and pension arrangements from any employers, trustees, administrators or pension providers and I authorise the giving of such information.

**Bondholder signature** ..... **Date** .....

## TERMS AND CONDITIONS FOR SELF ADMINISTERED PERSONAL RETIREMENT BOND

### Description

The Quest Self Invested Personal Retirement Bond (PRB) is a pension arrangement approved by The Revenue Commissioners (Revenue) under Chapter 1 Part 30 Taxes Consolidation Act 1997 and no benefits payable by this PRB shall be capable of being surrendered, commuted or assigned except as permitted by this Act. The PRB is used to accept the value of a former occupational scheme member's retirement benefits into the control of the bondholder or can accept a transfer from another PRB. The Revenue preclude any alterations to the PRB without their prior approval. The PRB is subject to the rules of the original scheme and the governing legislation.

### Control of Assets

Quest Capital Trustees Ltd ("Quest") is a sole or co-signatory on all bank accounts and will be permitted to operate the bank mandate without a dual signature (where applicable) to pay or collect certain items, e.g. fees and/or taxes. Assets may be held in an exempt unit trust (see declarations on page 2).

### Investment Administration

The trustees responsible for the occupational pension scheme will transfer the value of your occupational pension scheme to your PRB. You will then be able to give instructions as to how the assets are invested. Quest will act as administration manager for the PRB but will not offer any investment advice. Quest accepts no responsibility for investment losses which may occur. All investment carries risk.

### Liability of Quest Capital Trustees Ltd (Quest)

Quest shall not be responsible for any loss or damage, whatsoever or howsoever occurring, or for any depreciation in value howsoever arising by reason of the exercise or non-exercise of the powers or discretion hereby imposed on or undertaken by Quest or any diminution in the value of securities or any part thereof or by reason of the securities or any part thereof failing to appreciate in value or failing to produce any return on the capital invested save for any loss or damage resulting directly from Quest fraud, wilful default or negligence.

### Valuation

In the event of a claim arising on death, retirement or transfer, the value of the fund will be the cash value obtained in respect of each stock or investment.

### Liquidity of fund

We require that a minimum of 7.5% of your portfolio be held in cash and/or liquid investments, as well as sufficient cash to cover any pension levies payable.

### Fees

An annual management charge, as indicated on the second page of this application form, as a % of the value of the assets of the fund, subject to an annual minimum charge, will be levied in advance. The fee will be paid by deduction from the fund. However, if for any reason it becomes impossible to collect the charge or the pension levy, we reserve the right to sell assets in the fund, sufficient to cover these charges and attaching costs.

### Declaration

The PRB terms and conditions booklet forms part of the contract for the Quest Self Invested Retirement Bond and by completing the application form you are confirming that you have read and understood the booklet.

## SECTION 6 – FINANCIAL ADVISOR DETAILS

Advisor Company Name

Advisor Address

Advisor Name

Email

Office Number

Mobile Number

I confirm we are the financial advisor on the above PRB

Signature of Advisor ..... Date .... / .... / ....

Signature of Client ..... Date .... / .... / ....

**Alternatively tick the attached box if you do not have a financial advisor**

## SECTION 7 – Politically Exposed Person (PEP) Self Certification

I am a Politically Exposed Person (PEP)

I am not a Politically Exposed Person (PEP)

*See section 37 of the Criminal Justice (Money Laundering and Terrorism Financing) Act 2010 for the definition of a PEP*

### Checklist – please provide the following

- Certified copy of your passport or driving licence
- Certified copy of a recent bank statement or utility bill (no greater than 3 months old)
- Proof of your PPS number

## NOTES

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**SECTION 8 – DETAILS OF PURCHASING SCHEME - To be completed by Trustees (or their advisors)**

**THIS SECTION IS NOT REQUIRED IF YOU ARE TRANSFERRING FROM AN EXISTING PRB**

Name of Pension Scheme ..... Name of Employer .....

Pension Board Reference ..... Normal Retirement Age .....

Revenue Reference Number .....

Name(s) of Trustees .....

Is transferring scheme:                      Defined Benefit                       Defined Contribution

We declare that the information given is true and complete to the best of our knowledge and belief.  
We confirm that this application is to be the basis for the benefits to be provided under this buy out bond. We confirm that no pension adjustment order has been served on the trustees in respect of this member.

**Trustee signature** ..... **Date** .....

I authorise the Trustees of the above scheme to transfer to a Quest Self Invested Personal Retirement Bond the amount which in the opinion of the said Trustees represents the value of my benefits on withdrawal under the Plan. In consideration of the payment of such transfer value to a Quest Self Invested Personal Retirement Bond, I hereby release the Trustees of the Plan from all liability to me and my dependents in respect of all benefits under the plan with effect from the date of such transfer.

**Bondholder signature** ..... **Date** .....

**SECTION 9 – TRANSFER PAYMENT DETAILS**

Employer	Employee	AVC	Total
€ <input type="text"/>	€ <input type="text"/>	€ <input type="text"/>	€ <input type="text"/>

If the transfer relates to more than 1 employments please provide values for each employment in the notes section.