

### **Private Client – Cash Balance Policy**

Overseas Trust and Pension (“OTAP”) require a: Pension, Plan, Trust or Structure (“Product”) to maintain a minimum cash balance sufficient to meet future outgoings including, but not limited to: regular and capital benefit payments, fees, disbursements, investment bond charges and other reasonable contingencies.

It is the responsibility of the Member, Settlor (“Client”) or appointed Financial/ Investment Adviser (“Adviser”) to ensure that sufficient cash is available in the relevant currency to meet all outgoings.

Where possible the Client or Adviser should ask OTAP to establish automatic regular disinvestments with the underlying Investment Provider to cover the outgoings. Automatic disinvestments will be in accordance with the policy operated by the Investment Provider.

The minimum cash balance required will depend on the type of Product as follows:

**ACCESS** - £1,250 held in cash on platform

**Advanced** - £2,500 held in cash

**Advanced Plus** - 2.5 x Annual Fees held in cash

If insufficient cash is available OTAP may disinvest without further reference to the Client and/or Adviser. The disinvestment will cover the minimum cash balance plus 12 months’ regular benefit payments where applicable. OTAP will seek to establish automatic regular disinvestments with the underlying Investment Provider to cover future outgoings.

Where there is insufficient cash to meet benefit and fee payments, no benefit payments will be made to the member or beneficiaries until such time as cash becomes available. If there is insufficient cash to cover OTAP’s fees and the investments/ assets are illiquid we will invoice the Client directly to settle the outstanding fees. If the fees are not settled within 14 days OTAP reserve the right to endeavour to sell investments which may incur a significant loss to the Product.

Annual fees are due on 1st January, and are non-refundable

OTAP reserves the right to charge overdraft interest, at the prevailing interest rate for current account unauthorised overdrafts at OTAP’s principal bankers, on any shortfalls which arise as a result of insufficient funds being held or available by the Product to cover such outgoings.

Whilst OTAP may allow an investment to be acquired or sold, it does not approve or endorse any investments. As such OTAP accepts no responsibility for losses, damages and/or costs that may be incurred as a consequence of investing or disinvesting.

OTAP is not authorised to provide investment advice, and we recommend consulting a professional adviser before making investment decisions.

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