

ADVANCED Contribution & Fee Schedule

COPIA

For applicants investing in a wide range of funds via a life company bond.

Entry Level		
Minimum initial contribution		£100,000
Establishment Fee		
Payable on establishment.		£1000
The establishment fee covers work in establishing your plan and receipt of the initial contribution.		
Annual Responsibility Fee		
Payable annually on the 1st of January, fees will be pro rata from the date of establishment.		£1,175
The annual fee covers the Trustee and Plan Administrator's ongoing responsibility and duties to you, as the Member.		
Annual Compliance and Regulatory Responsibility Fee		
This fee will be collected at the same time as the annual charge.		£115 plus 0.06% over £1m
Activity Fees		
Activity and service fees are charged on specific activities in addition to the annual responsibility fee:		
Ad hoc Contribution(s)	Per contribution	£295
Lump Sum / Benefit Payment	Per Payment	£145
Regular Payments	Set-up / Amend / Review	£195
	Annual Fee	£130
Investment Transaction Charges <small>(Please see Notes on Page 2)</small>	Per Investment Transaction	£115
Investment Valuation	One annual valuation	Free
	Additional ad hoc valuation	£180
Change to or establishment of an additional investment account or bond with OTAP preferred providers	Account Set-up	£215
	Annual Fee per additional account	£130*
Change of Investment Direction	Switching between Third-Party and Member Direction	£300
Plan Switch (not upgrade)	Transferring from one OTAP Plan to another	£635
Loan	Set-up Fee	£600
	Annual Fee	£130
Change of Product Option	Switching between SELECT, ADVANCED or ADVANCED PLUS	Subject to prorate annual fee
	Establishment Fee for additional sub-fund	£455
Plan Segregation	Annual Responsibility Fee for additional sub-fund	£455
	Change/Removal of Adviser, Client Agreement, Letter of Authority	£145

Adviser Fees	Per advice fee invoice payment	£130
Document Replacement	Per document	£100
Changes to Named Beneficiaries	Per Appointment or Removal	£130
Benefit/Tax Certificate	Per certificate	£130
Transfer Out/Termination	Transfers out and termination are at the Trustee's discretion. Time costs may apply, minimum fee.	£1,660

Third-Party Fees

Additional third-party fees may apply in respect of your chosen investment, including but not limited to: initial, annual, performance and/or redemption charges.

*Esoteric investments etc, may attract additional time based charges.

Third Party costs such as bank charges will be charged to the Members account.

Other expenses

Any activities not covered in the above table or non-standard activities will be subject to a fee charged on a time cost basis. Time costs will only be incurred to the Member and will be charged at our published hourly charge out rates.

Position	Hourly rate
Director	£520
Senior client services/Accountant	£355
Client services/Bookkeeper	£190

Time is recorded in units of 6 minutes. Please note that all rates are subject to an annual review from 1st January each year.

Notes

- Where the Plan remains unfunded 90 days from establishment, OTAP will send you an invoice for the establishment fee.
- The Investment Transaction charge is the charge for processing investment transactions and is a fixed fee, irrespective of the number of trades involved in that transaction.
- Fees will be taken in the currency of your Plan equivalent to the GBP amount. OTAP reserves the right to change the base currency used for determining fees without notice.
- A minimum cash balance will be required.
- OTAP may be entitled to a share of remuneration, commissions, payments, fees or charges from third-party providers, where applicable.
- All fees are subject to change, please refer to our website to view the current fee schedules.

Client Declaration

I have read, understand and accept the charges presented in this fee schedule. I confirm that I have been advised of all additional fees and charges relating to any life company bond and underlying investments.

Client Signature

Client Name

Date (dd mm yy)

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