

# Gateway Multi-Employer Pension Scheme Member Application

## PERSONAL DETAILS

<b>Title</b> <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss Other (please state): <input style="width: 100%;" type="text"/>	<b>Date of Birth</b> <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/> / <input style="width: 20px; height: 20px;" type="text"/> <input style="width: 20px; height: 20px;" type="text"/>
<b>Forename(s)</b> <input style="width: 100%;" type="text"/>	<b>Surname</b> <input style="width: 100%;" type="text"/>
<b>Have you been known by any other names?^</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Has your address changed in the past five years?^</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Email Address</b> <input style="width: 100%;" type="text"/>	
<b>Home/Main Address</b> <input style="width: 100%; height: 40px;" type="text"/>	
<b>Nationality</b> <input style="width: 100%;" type="text"/>	<b>If dual, please confirm other nationality</b> <input style="width: 100%;" type="text"/>
<b>Phone Number (including country code)</b> <input style="width: 100%;" type="text"/>	<b>Mobile Number (including country code)</b> <input style="width: 100%;" type="text"/>
<b>Country and Place of Birth</b> <input style="width: 100%;" type="text"/>	<b>Marital Status</b> <input style="width: 100%;" type="text"/>

^Please detail any previous names and addresses (and relevant dates) on the Continuation Page (p5).

<b>Are you a US Tax Payer?*</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Are you a US Citizen?*</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
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\* This means you are a citizen, Green Card holder, US visa holder residing in the US, resident or tax resident of the United States of America. (This includes persons born in the US and US Commonwealth, those who have US parents, and naturalised US citizens).

## PERSONAL DETAILS (CONTINUED)

Please state all countries where you are deemed resident for tax purposes & your tax reference number(s). Please use the continuation page (p13) if required.

Country of Tax Residence	Tax Reference Number <sup>1</sup>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Intended Benefit Commencement Age (Min Age 55)

## TRANSFERS IN

Do you intend to transfer in any pensions from another provider?<sup>1</sup>

Yes     No

<sup>1</sup>If yes, please complete the section below and the transfer letter of authority on page 9..

I hereby confirm my agreement to transfer the pension value from my current personal pension plan set up with   
by   
to be invested on my behalf into the Gateway Multi-employer Pension Scheme.

## CONTRIBUTIONS

Please tick this box to confirm that you have received detailed information about the deductions that will be taken from your salary and agree that these can be deducted on a monthly basis and paid to Gateway.

Employer Name

Employer Address

Occupation

Salary

**Personal Contribution:** Please indicate the percentage of salary that you authorise to be deducted on a monthly basis

 %

**Commencement Date**

**Employer Contribution:** Please indicate the percentage of salary that your employer will contribute on a monthly basis

 %

**Commencement Date**

**Personal Contribution:** Please indicate the amount to be paid in as a single payment

£

**Date**

**Employer Contribution:** Please indicate the amount to be paid in as a single payment

£

**Date**

## ATTITUDE TO RISK

Please select, from the list of BlackRock funds below, how you would like your pension contributions to be invested. The selection must be based on your attitude to risk. You may select more than one fund. Please ensure the total allocation adds up to 100%. If you are unsure of your risk profile, please speak to a regulated financial adviser.

Fund	Description	% Allocation
BlackRock Cash Fund Class D ACCU GBP	Cash	<input type="text"/> %
BlackRock Consensus 35 Class D Acc ACCU GBP	GBP Allocation 20-40% Equity	<input type="text"/> %
BlackRock Consensus 60 Class D Acc ACCU GBP	GBP Allocation 40-60% Equity	<input type="text"/> %
BlackRock Consensus 70 Class D Acc ACCU GBP	GBP Allocation 60-80% Equity	<input type="text"/> %
BlackRock Consensus 85 Class D Acc ACCU	GBP Aggressive Allocation	<input type="text"/> %
BlackRock Consensus 100 Class D Acc ACCU GBP	GBP Allocation 80%+ Equity	<input type="text"/> %

### Disclaimer:

I confirm, by ticking this box, I have read and understood the Fund Factsheets and Key Investor Information Document (KIID) for each of the funds I have selected.

Please note that you may amend the above investment selections at any time by submitting new investment instructions to Boal & Co.

## EXPRESSION OF WISHES

Full Name of Applicant

I understand under the Scheme Rules benefits may be payable if I die and the Trustee has discretionary power to pay such benefits to one or more of my relatives, dependants or to my legal personal representatives as they shall decide.

I **do** wish to nominate a person or persons to receive benefits on my death. (Please provide nominations below)

I **do not** wish to nominate a person or persons to receive benefits on my death and request that benefits are paid to my personal legal representatives. (Please sign signature box below and continue)

For the guidance of the Trustee in such circumstances I would like to nominate the following to receive the benefits in the proportions shown.

### Beneficiary 1

Full Name of Nominated Beneficiary

Relationship

Benefit

 % Lump Sum  OR Pension 

Address

Email Address

### Beneficiary 2

Full Name of Nominated Beneficiary

Relationship

Benefit

 % Lump Sum  OR Pension 

Address

Email Address

### Beneficiary 3

Full Name of Nominated Beneficiary

Relationship

Benefit

 % Lump Sum  OR Pension 

Address

Email Address

I understand that this expression of wishes does not in any way bind the Trustee or fetter the exercise of their discretionary powers.

Signature

Date

1. Your 'legal representatives' are, if you leave a will, your Executors; if not, the administrators of your estate.
2. If your personal circumstances change and you wish to alter this expression of wishes, you should complete a further form in its place. If you need an additional form to nominate additional beneficiaries, please email [gateway@boalco.com](mailto:gateway@boalco.com).

**CONTINUATION PAGE**

Please add any additional information here indicating which section of the application it is relevant to.

A large, empty rectangular box with a light blue border, intended for providing additional information. The box is currently blank, with no text or markings inside.

## APPLICANT DECLARATIONS

Please read the following carefully before signing to confirm the Agreement on page 8.

Definitions	
<b>Agreement</b>	means the agreement between us and you which is contained in the Terms & Conditions, the completed Application Form and the Fees Schedule.
<b>Applicant</b>	means the individual who by completing this form is applying for membership of the Scheme.
<b>Application Form</b>	means this Application Form.
<b>Arrangement</b>	means an arrangement made by a Member with the Trustee to provide benefits under the Scheme.
<b>Boal &amp; Co</b>	means Boal & Co (Gibraltar) Limited (a company incorporated in Gibraltar with company number 109157 and registered office at Suite 1.2.08, Eurotowers, Europort Road, Gibraltar, GX11 1AA or where the context requires or permits, to any Group Company. Where the context so admits or requires, the term Boal & Co shall include any Group Company and each of the employees, directors, officers, servants, or agents of any such company and their respective successors, assigns, transferees and estates.
<b>Fees Schedule</b>	means the "Fees Schedule" as defined in section 1 of the Terms and Conditions.
<b>Gateway</b>	means the Gateway Multi-Employer Pension Scheme.
<b>Group Company</b>	means Boal & Co, its subsidiaries, its parent and any subsidiaries of its parent and its associated companies including but not limited to Boal & Co (Gibraltar) Limited (company number 109157).
<b>Member</b>	means the person or persons admitted to membership of the Scheme or otherwise as determined by the Trustee and shall include the heirs, legatees, successors, estates, personal representatives and assignees of such persons.
<b>Registered Schemes Administrator</b>	means Boal & Co (Gibraltar) Limited
<b>Rules</b>	means the rules of the Scheme as annexed to the Trust Deed, as amended from time to time.
<b>Scheme</b>	means Gateway.
<b>Services</b>	means the services provided by Boal & Co as listed in the Fees Schedule to this Application Form or otherwise as issued to you as the same may be amended, varied, extended or reduced from time to time.
<b>Terms and Conditions</b>	means the Boal & Co terms and conditions provided with this Application Form.
<b>Trustee</b>	means Boal & Co (Gibraltar) Limited or otherwise the trustee or trustees of the Scheme from time to time.
<b>Trust Deed</b>	means the definitive Trust Deed constituting the Scheme dated 12 June 2023 and as amended from time to time.

## APPLICANT DECLARATIONS CONTINUED

- a. I apply for membership of the Scheme and have full capacity to instruct Boal & Co to provide the Services.
- b. I agree to be bound by the Rules of the Scheme.
- c. I acknowledge, accept and understand the Terms and Conditions of the Scheme.
- d. I understand that the Trust Deed and Rules and the Terms and Conditions may be amended by the Trustee as required from time to time. I understand that the Trustee will notify me of any amendment that directly affects my membership terms within 30 days of the change being formally signed off.
- e. I will undertake to notify the Scheme Administrator of any changes to my residence status, name or permanent address in writing as soon as possible but within a maximum of 30 days.
- f. I confirm that I have been provided with a Fees Schedule (as defined in section 1 of the Terms and Conditions) relating to my application. I confirm that the initial and annual fixed fee will be deducted from any transfer, lump sum or regular contribution prior to being invested. I understand that the annual administration fee will be calculated and deducted monthly on the value of my Scheme fund and that the annual fixed fee will be taken in annually in advance during the month of my Scheme membership anniversary or on such basis as notified to me by the Scheme Administrator, in advance. I understand that the transfer charge, benefit payment and/or transaction fees as disclosed in the Fees Schedule will be applied at the time of such transfer/transaction/payment.
- g. I accept that Boal & Co reserves the right to increase the fixed fees in line with Gibraltar inflation and that any other external or third party charges including banking and tax charges, will be charged directly to my Scheme fund. I accept that Boal & Co reserves the right to charge additional fees for unduly onerous tasks, but I will be notified in advance that additional fees are going to be charged.
- h. I confirm that I have read and understood the Fees Schedule included with this Application Form and agree to the fees that will be charged as may be varied from time to time. This includes any fees agreed with my financial adviser named in the Application Form.
- i. I will not hold the Trustee or Scheme Administrator responsible for any delays in the purchase or sale of any investments. I agree that the Trustee and the Scheme Administrator will not incur any liability in connection with the Scheme's investments, except where this arises as a result of fraud, wilful misconduct or gross negligence by the Trustee or Registered Scheme Administrator.
- j. I confirm that either I have received independent pension transfer, financial, investment, legal and tax advice with regards to the suitability of this Scheme for me and my individual circumstances and the implications to me of entering into this Scheme, OR I have chosen not to take such advice as I am sufficiently knowledgeable and experienced to make these decisions on my own. I acknowledge that the Registered Schemes Administrator or Trustee has not provided and cannot provide any such advice and cannot be held responsible for any advice obtained or advice not sought by myself or any related persons party to the affairs of the Scheme.
- k. I confirm and acknowledge that neither the Trustee nor the Registered Schemes Administrator owes me any duty or obligation to provide investment advice whether initially or on an ongoing basis and I hereby agree to hold the Trustee and Registered Schemes Administrator harmless in respect of any loss caused directly or indirectly by an investment choice, investment decision or consequence thereof.
- l. I authorise Boal & Co to provide information to and accept instructions from any Authorised Person (as defined in section 1 of the Terms and Conditions) in relation to my Arrangements under the Scheme.
- m. I consent to the Scheme Administrator deducting fees from my fund as agreed in this Application Form and associated Fees Schedule.
- n. I understand that the value of my Arrangements may only be used to provide benefits at retirement or upon my death.
- o. I understand that by transferring benefits to the Scheme I may be giving up any guarantees, bonuses, annuity protection or loss of future service benefit accrual that may have been available from the transferring scheme.
- p. I confirm that the source and origin of any further assets transferred will be explained to the Scheme Administrator prior to receipt, and where requested by the Scheme Administrator, suitable evidence provided.
- q. I acknowledge that the Scheme Administrator or Trustee can, at their discretion, decline acceptance of any asset transferred to them without notice or reason.
- r. I understand that the level of pension taken by way of drawdown in retirement from this Scheme is not guaranteed and will depend on the performance of the underlying investments.
- s. I consent to the Trustee and Scheme Administrator using the information supplied on this Application Form to administer my Arrangements and acknowledge that the information may be held in any form for the purpose of administering my Arrangements. I agree to the Trustee and Scheme Administrator disclosing in confidence any formation required by the Gibraltar Income Tax Office or any other relevant regulatory body or professional adviser as required.
- t. I confirm that the information contained in this Application Form, including information regarding my Scheme, may be reported to the tax authorities in the country in which this Scheme is maintained, and may be exchanged with the tax authorities of another country or countries in which I am tax resident.
- u. I confirm that none of the funds transferred into the Scheme are subject to any court order, nor is any court order currently being applied for to the best of my knowledge and that I have no creditors and/or claims outstanding against me and that there are no pending or anticipated actions or claims that I am aware of.
- v. I consent to the holding and processing of my personal data by the Scheme Administrator. I also note that copies of correspondence may be confidentially retained in administration offices outside of Gibraltar.



## APPLICANT DECLARATIONS CONTINUED

- x. I confirm that to the best of my knowledge the particulars provided on this Application Form are correct and complete. I understand that it is an offence to make false statements. I understand that intentional and material false statements will lead to membership being invalidated and may lead to prosecution.
- y. I understand that other inaccurate statements may lead to benefits being adjusted depending on the extent of the variance between the inaccurate statement and the true facts.

By signing below, I consent to the Agreement.

Signed by (Full Applicant Name)

Signed by the Applicant

Dated

GATEWAY MULTI-EMPLOYER OCCUPATIONAL PENSION SCHEME  
NEW APPLICANT CDD CHECKLIST

Application Form	
Permanent residential address given (not PO Box or temporary address)	<input type="checkbox"/>
Source of funds to be transferred/added	<input type="checkbox"/>
Occupation stated	<input type="checkbox"/>
Application signed	<input type="checkbox"/>
Additional contributions source of wealth form (if required)	<input type="checkbox"/>

Customer Due Diligence – Proof of Identity	
Copy passport or ID card with good and clear photographic likeness, certified as true copy and good likeness by suitable certifier (see next page)	<input type="checkbox"/>
If certified by regulated IFA, web address of Regulator provided. Plus name, job title, registration number of membership of any professional body (if applicable)	<input type="checkbox"/>
Copy passport or ID card current, shows good and clear photographic likeness	<input type="checkbox"/>
Information on copy passport or ID card clearly readable showing country and place of issue, date and place of birth, nationality, signature of holder, date of issue, expiry date and a unique personal identification number (e.g. passport number)	<input type="checkbox"/>
Documents in a foreign language require a certified true translation to be provided	<input type="checkbox"/>
Details of any former name (e.g. maiden name) and any other names used by the applicant	

Customer Due Diligence – Proof of Residential Address	
Utility bill, bank statement or similar document (cannot be a mobile phone bill) dated within the last 3 months	<input type="checkbox"/>
Certified as true copy by suitable certifier (see below)	<input type="checkbox"/>
If certified by regulated IFA, web address of Regulator provided. Plus name, job title, registration number of membership of any professional body (if applicable)	<input type="checkbox"/>
If utility bill or similar documentation showing street address is not available, letter from employer confirming permanent residential address (not PO Box or temporary accommodation) or letter from suitable certifier (see below) stating that he/she has visited the applicant at the address given and that it is the applicant's permanent residential address	<input type="checkbox"/>
Documents in a foreign language require a certified true translation to be provided	<input type="checkbox"/>

## GATEWAY MULTI-EMPLOYER OCCUPATIONAL PENSION SCHEME NEW APPLICANT CDD CHECKLIST

### Suitable Certifier

A suitable certifier will be a bank official, government official (including member of the judiciary, a senior civil servant or serving police or customs officer), an officer of an embassy, consulate or high commission of the jurisdiction of issue of documentary evidence of identity, lawyer, notary public, accountant, doctor, actuary, religious minister or similar professionally-qualified person or a senior officer of a financial services firm that is regulated in a FATF member country.

### Certification Requirements

The certifier should sign and date the copy document (printing their name clearly in capitals underneath) and clearly indicate their position or capacity on it and provide contact details. If the document contains a photograph, the certifier should check the photograph represents a good likeness of the customer and should also state that it is a true copy of the original. *e.g. I certify that this document is a true and correct copy of the original that I have seen / I confirm that this document is a true and correct copy of the original that I have seen and that it is a good likeness of the individual.*

## LETTER OF AUTHORITY

**Pension Provider's Name and Address****Member's name and address****Plan Number****Member Name****Date of Birth****Passport Number****Employee Reference Number****Employment Commencement Date****Employment Termination Date**

Please accept this letter as your authorisation for Boal & Co to act on my behalf to obtain information relating to my deferred pension in the above mentioned scheme.

This information is to include details in relation to transfer procedures to transfer to a Gibraltar approved pension scheme.

I trust you find this in order, but should you require any further information, please do not hesitate to contact me.

Yours faithfully

**Signature****Date**



Retirement  
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Actuarial Services

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Gibraltar

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**Our focus; your financial future.**

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For further information on the regulatory status of our businesses please visit [boalco.com/regulatory](https://boalco.com/regulatory)