

Transitional Tax-Free Amount Certificate Information Form

About this form

If you've taken pension benefits from 6 April 2006 to 5 April 2024 and been provided with a Lifetime Allowance (LTA) percentage, the HMRC transitional calculation assumes you've taken 25% tax-free cash from all of these benefits. If you've taken less, you may have more allowance available than using the HMRC transitional calculation assumptions.

If you think this could apply to you and think the tax-free elements from all your pension arrangements already paid to you or that you are likely to take in the future will take you close to or above the Lump Sum Allowance (LSA) of £268,275, you should consider applying for a transitional tax-free amount certificate (TTFAC). Such an application must be made (and the certificate issued) before you receive your first lump sum benefit from a pension arrangement on or after 6 April 2024.

Where you've used 100% of your LTA, the standard transitional calculation will assume you have zero LSA and Lump Sum and Death Benefit Allowance (LSDBA) remaining. However, you can also apply for a TTFAC, where you've used 100% of your LTA and you can demonstrate that you've used less than 100% of your LTA on tax-free amounts. Whilst you will have no LSA remaining, if you've taken at least 25% in tax-free amounts, you may have some unused LSDBA.

You should complete this form if you're a member of a registered pension scheme with Prudential and/or you have an annuity in payment and you'd like us to provide you with a TTFAC.

You can't apply for a TTFAC if:

- You've had a Relevant Benefit Crystallisation Event (RBCE*) on or after 6 April 2024
- You hold valid enhanced protection with lump sum protection over £375,000
- You've only taken pension benefits prior to 6 April 2006 and haven't taken any from 6 April 2006 to 5 April 2024
- You've already received or requested a TTFAC from another registered pension scheme

* A Relevant Benefit Crystallisation Event (RBCE) occurs when an individual becomes entitled to a relevant lump sum. Relevant lump sums include the following types of payment:

- A pension commencement lump sum (PCLS)
- An uncrystallised funds pension lump sum (UFPLS)
- A standalone lump sum
- A serious ill health lump sum

We understand that tax can be complex. To help you decide if applying for a TTFAC is appropriate for you before you make a decision, you might want to speak to a financial adviser. They can help you understand the tax rules and how they'll affect you. You can also get information by contacting HMRC directly, or refer to [gov.uk](https://www.gov.uk).

When a TTFAC is supplied, your LSA and the LSDBA will be reduced by the actual tax-free amount paid to you, rather than the default amount mentioned above.

In some circumstances, the HMRC transitional calculation may allow for a higher lump sum allowance than under the TTFAC.

Important Notes

If you feel that a TTFAC is appropriate for you, please note that HMRC rules require that:

- An application for a TTFAC must be made before you receive your first lump sum benefit (RBCE) from a pension on or after 6 April 2024. If you're due to have an RBCE with us or another provider, you'll need to delay this payment until your certificate has been issued.
- You must provide full and complete information as requested below, to allow us to assess your application. The information needed is comprehensive, covering all your pension arrangements. You may want to get advice from your financial adviser. You may be charged for this advice.
- We must either refuse your application or issue your certificate within 3 months of your application. Where your application is incomplete, due to insufficient evidence having been provided, we'll let you know that your application has been refused and you'll need to re-apply once you have all the appropriate evidence.

Data Protection

For a copy of our latest Data Protection Notice, please visit pru.co.uk/mydata. This details how and why we use your personal information (including any sensitive personal information), who we may share it with and your rights around your personal information. Alternatively, you can request a copy to be sent to you by writing to The Data Protection Officer, Customer Service Centre, Lancing BN15 8GB.

Please note that we collect personal information from you that is necessary for us to either provide you with the product or service you've requested or to comply with statutory or contractual requirements. Unfortunately, if you don't provide all of the information we require this may mean we are unable to provide our products and services to you.

What we need from you

Your name:

Your Prudential policy or scheme number:

National Insurance (NI) number

Please note: You can't apply for a TTFAC if you've only taken pension benefits prior to 6 April 2006 and haven't taken any from 6 April 2006 to 5 April 2024

1. Please provide details of benefits taken and any other BCEs from 6 April 2006 to 5 April 2024 including any you've taken from Prudential. This should include details of the following:

- Any funds designated to Drawdown
- Tax-free cash (TFC)
- Uncrystallised Funds Pension Lump Sum (UFPLS)
- Scheme Pension
- Annuity
- Qualifying Recognised Overseas Pension Scheme transfer (QROPS)
- Serious Ill Health Lump Sum
- Any BCEs that occurred at age 75
- Any other BCEs where you received confirmation of the LTA used.

Scheme name/ pension provider, and plan or reference number	Date when benefits started	Evidence provided (tick)	Percentage of LTA used (%)	Total amount of tax-free cash taken (£)
Total			%	£

For all the above, please supply evidence of the LTA % used and the tax-free amount paid to you. This could be a letter from the scheme, a BCE certificate, a benefit letter, or some other form of evidence. **Please note** – if you're unable to supply suitable evidence, we'll be unable to issue a certificate to you.

What we need from you – continued

2. Please provide details of any benefits taken prior to 6 April 2006 including any you've taken from Prudential.

Scheme name/ pension provider, and plan or reference number	Date when benefits started	Date of first BCE (this will be the earliest date in the table above)	Gross yearly amount of pension £ / maximum income* (at the date of first BCE)
Total			

* If in Capped Drawdown at date of first BCE, the yearly amount is the maximum income applicable in the Drawdown year in which the date the first BCE occurred on or after 6 April 2006. The same applies for Flexible Drawdown, however, it is the maximum income applicable in the Drawdown year in which the Flexible Drawdown declaration was completed.

For all of the above, please supply evidence of the amount of pension in payment, or the maximum income on the required date, and the tax-free amount paid to you when the benefits were taken. This could be a letter from the scheme, a BCE certificate, a benefit letter or some other form of evidence.

Please note – if you're unable to supply suitable evidence, we'll be unable to issue a certificate to you.

3. Additional Information Required

Please provide details of any tax-free payments received after age 75, if applicable.

Scheme name/ pension provider, and plan or reference number	Date when tax free lump sum was paid	Tax-free amount received (£)

For all of the above, please supply evidence of the tax-free amount paid to you.

If you hold any form of Protection, please send us evidence of this if you've not already supplied it, i.e. a copy of your protection certificate or, your Scheme Administrator Reference and Protection Notification Number (for Fixed or Individual Protection 2016 only).

Declaration

I confirm that:

- The information I have given in this form is correct
- I have disclosed details of all benefits taken prior to 6 April 2024
- The supporting evidence I have supplied is complete and accurate
- I haven't already received or requested a TTFAC from another registered pension scheme
- I've not had a Relevant Benefit Crystallisation Event (RBCE) on or after 6 April 2024

Anyone making a fraudulent or negligent claim in respect of entitlement to a TTFAC may become liable to a significant penalty.

Please return this form and relevant attachments to: Prudential, Lancing BN15 8GB.

Signature

Date

D	D	M	M	Y	Y	Y	Y
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Next Steps

When you send back your completed form, together with any other required documentation, we'll review the evidence and issue a transitional tax-free amount certificate where applicable. HMRC state we must provide this within 3 months, but we aim to do this sooner. The TTFAC must be issued before your first lump sum payment on or after 6 April 2024. It can't be applied retrospectively.

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