

# INSTRUCTIONS FOR LEAVING THE METLIFE MASTER TRUST

## EXECUTION OF THE REVOCATION OF ASSIGNMENT DEED

It is important that the Deed of Revocation of Assignment is completed correctly otherwise it will not be legally valid following its execution by both parties to it. The execution page forms an integral part of the Deed. You may want to consider obtaining independent and specific legal advice as to the execution of the Deed; MetLife and Irwin Mitchell Trustees Limited cannot give legal advice in connection with the execution of the deed and will not be responsible for any legal fees, costs or expenses that you may incur.

1. Print off page 2 of this document (the recitals and operative provisions of the Deed of Revocation of Assignment).
2. Print off the page relevant for the type of entity (or organisation) acting as policyholder of the MetLife Registered Group Life policy (the execution page) and ensure that the execution page is appropriate to the set-up of, and the signatory's(ies') authorisation to execute on behalf of, your particular entity or organisation:

Type of entity	Page to print
1. Limited company or unlimited company	3
2. Partnership	4
3. Limited Liability Partnership (LLP)	5
4. Sole trader	6
5. Incorporated charity	7
6. Industrial Provident Society	8

3. Complete all of the following in the Deed of Revocation of Assignment (indicated by the shaded blocks):
  - a. Registered name of entity;
  - b. Registered address;
  - c. Policy number (of the MetLife Registered Group Life policy); and
  - d. Date original Deed of Participation was executed (at top of copy sent to you).
4. Complete and sign the execution page as indicated by the shaded blocks. Please do not date the Deed.
5. Return the original completed and signed Deed of Revocation of Assignment to MetLife, Invicta House, Trafalgar Place, Brighton BN1 4FR.
6. MetLife will then send the original signed Deed of Revocation of Assignment to the trustee of the MetLife Master Trust in order for the Deed to be fully executed. You will not need to do anything further in respect of leaving the MetLife Master Trust. The participating employer will be sent a copy of the fully executed Deed of Revocation of Assignment.
7. In the event you wish to participate in the MetLife Master Trust again, you will need to complete and sign a Deed of Participation again. Please contact MetLife for the document, which must be completed and signed in order for the MetLife policy benefits to be assigned to the MetLife Master Trust.

## DEED OF REVOCATION OF ASSIGNMENT

**THIS DEED** is made the \_\_\_\_\_ day of \_\_\_\_\_ 201

**BY:**

- (1) \_\_\_\_\_ of \_\_\_\_\_  
(the "Participating Employer"); and
- (2) IRWIN MITCHELL TRUSTEES LIMITED, a company incorporated in England and Wales with company number 07307344, whose registered office address is Riverside East, 2 Millsands, Sheffield, South Yorkshire S3 8DT (the "**Trustee**").

collectively the "**Parties**"

### RECITALS

- (A) The Participating Employer is the policyholder of a group life assurance policy issued by MetLife Europe d.a.c. securing benefits with policy number \_\_\_\_\_ (the '**Policy**', which expression where the context admits, shall include all money assured by or to become payable by virtue of the Policy and all benefits, privileges or advantages attaching to it).
- (B) By deed dated \_\_\_\_\_ the Participating Employer revocably assigned the benefit of the Policy to the Trustee of the MetLife Group Life Master Trust (the '**Scheme**') to hold on the terms of that trust dated 14 March 2013 and made between MetLife Europe d.a.c. and Irwin Mitchell Trustees Limited.
- (C) The Participating Employer now wishes to cease participation in the Scheme and revoke the assignment of the benefit of the Policy to the MetLife Group Life Master Trust so that from the date of this deed any lump sum benefits due under the Policy will no longer be payable to the Trustee of the MetLife Group Life Master Trust.
- (D) It is intended by the Participating Employer that any benefit paid in relation to the Policy before the date of this Deed that has not yet been distributed in accordance with the terms of the Scheme will remain subject to the trusts of the Scheme and shall be distributed by the Trustee of the Scheme in accordance with the terms of that trust.

### OPERATIVE PROVISIONS

#### Revocation of Assignment

The Participating Employer hereby revokes the assignment of the benefit of the Policy to the Trustee of the MetLife Group Life Master Trust as from the date of this deed.

#### Cessation of Participation in the Scheme

The Parties hereby confirms the cessation of the Participating Employer's participation in the Scheme as from the date of this deed.

**EXECUTED** as a **DEED** and delivered on the date stated at the beginning of this deed.

Executed as a deed by \_\_\_\_\_ acting by \_\_\_\_\_, a director  
and \_\_\_\_\_, a director **OR** its secretary

.....  
(signature of first director)

**Director**

.....  
(signature of second director  
or secretary)

**Director OR Secretary**

Executed as a deed by IRWIN MITCHELL TRUSTEES LIMITED acting by \_\_\_\_\_,  
an authorised signatory in the present of \_\_\_\_\_,

.....  
(signature of authorised  
signatory)

**Authorised Signatory**

.....  
(signature of witness)

**Witness**

.....  
.....  
.....  
(address of witness)

.....  
(occupation of witness)

**EXECUTED** as a **DEED** and delivered on the date stated at the beginning of this deed. **EXECUTED** as a deed by  
for and on behalf of the partners in the firm of  
  
under a power of attorney dated

.....  
(signature of partner)

as attorney for the partners in

in the presence of:

.....  
(signature of witness)

Executed as a deed by IRWIN MITCHELL TRUSTEES LIMITED acting by \_\_\_\_\_,  
an authorised signatory in the present of \_\_\_\_\_, a witness

.....  
(signature of authorised  
signatory)

**Authorised Signatory**

.....  
(signature of witness)

**Witness**

.....  
.....

(address of witness)

.....  
(occupation of witness)



**EXECUTED** as a **DEED** and delivered on the date stated at the beginning of this deed.

**EXECUTED** as a deed by \_\_\_\_\_ acting by \_\_\_\_\_, member and  
\_\_\_\_\_, member

.....  
(signature of member)

**Member**

.....  
(signature of member)

**Member**

Executed as a deed by IRWIN MITCHELL TRUSTEES LIMITED acting by \_\_\_\_\_, an  
authorised signatory in the present of \_\_\_\_\_, a witness

.....  
(signature of authorised  
signatory)

**Authorised Signatory**

.....  
(signature of witness)

**Witness**

.....  
.....  
.....

(address of witness)

.....  
(occupation of witness)

**EXECUTED** as a **DEED** and delivered on the date stated at the beginning of this deed.

**EXECUTED** as a deed by \_\_\_\_\_, trading as

.....  
(signature of sole trader)

Executed as a deed by IRWIN MITCHELL TRUSTEES LIMITED acting by \_\_\_\_\_,  
an authorised signatory in the present of \_\_\_\_\_, a witness

.....  
(signature of authorised  
signatory)

**Authorised Signatory**

.....  
(signature of witness)

**Witness**

.....  
.....  
.....  
(address of witness)

.....  
(occupation of witness)

**EXECUTED** as a deed on behalf of the Provider by

and

being a majority of the incorporated trustees of that body under the provisions of section 60(3)(a) of the Charities Act 1993.

.....

(signature of trustee)

Executed as a deed by IRWIN MITCHELL TRUSTEES LIMITED acting by

,

an authorised signatory in the present of

, a witness

.....

(signature of authorised signatory)

**Authorised Signatory**

.....

(signature of witness)

**Witness**

.....

.....

.....

(address of witness)

.....

(occupation of witness)



**EXECUTED** as a deed for and on behalf of the

by

under its common seal.

Signed.....

Office holding in the Industrial and Provident Society of signatory

.....

**FIX SEAL**

.....

**Signed by**

.....

(signature of trustee)

**in the presence of:**

.....

(signature of witness)

Executed as a deed by IRWIN MITCHELL TRUSTEES LIMITED acting by

, an

authorised signatory in the present of

, a witness

.....

(signature of authorised signatory)

**Authorised Signatory**

.....

(signature of witness)

**Witness**

.....

.....

.....

(address of witness)

.....

(occupation of witness)