

Request for MetLife to pay Ongoing Adviser Charges

Beacon House,
27 Clarendon Road,
Belfast
BT1 3BG
www.metlife.co.uk

For UK policies

Before you start

You should complete this form if you would like to change the level of Ongoing Adviser Charge payment to your Financial Adviser from your MetLife policy. The change to payments will be made in accordance with our terms and conditions. For further change to payments details please refer to your policy terms and conditions that were sent to you when you bought the policy.

If you have any queries regarding this form please contact us Monday to Friday (9am - 5pm) on: **0800 022 4443**.

Section 1 - About you and your Financial Adviser

MetLife policy number

First Policyholder / Trustee / Director / Company Secretary (as applicable)

Title

Mr	Mrs	Miss	Ms	Other - <i>please specify</i>
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First name(s)

Surname

Second Policyholder / Trustee / Director / Company Secretary (as applicable)

Title

Mr	Mrs	Miss	Ms	Other - <i>please specify</i>
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First name(s)

Surname

Third Policyholder / Trustee / Director / Company Secretary (as applicable)

Title

Mr	Mrs	Miss	Ms	Other - <i>please specify</i>
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First name(s)

Surname

Fourth Policyholder / Trustee / Director / Company Secretary (as applicable)

Title

Mr	Mrs	Miss	Ms	Other - <i>please specify</i>
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First name(s)

Surname

If this 'Request for MetLife to Pay Ongoing Adviser Charge Form' relates to a Trust or Company

Name of Trust or Company

Authorised signatory list provided

Financial Adviser details

All Adviser Charges will be paid to the Financial Adviser who MetLife have recorded on our systems as at the date the request is processed. If an Adviser Charge needs to be paid to a different Financial Adviser, you will need to provide us with clear written details of that Financial Adviser in advance of this request being submitted.

Section 2 - How does paying an Ongoing Adviser Charge affect my policy?

The amount requested to be paid to your Financial Adviser will be taken from the policy in accordance with your instructions specified to us in in Section 3.

If the Ongoing Adviser Charge is taken from your guaranteed portfolios, each payment made will result in a proportionate reduction to the guaranteed benefits provided from the policy*. More information is available in your policy terms and conditions that were sent to you when you bought the policy.

The table below shows an example of how a future value of a policy may be affected where a customer is requesting an Ongoing Adviser Charge of 0.5% is paid to their Financial Adviser for the advice and services provided to them. In this example the investment value of the policy starts at £100,000. For each Growth Rate, the two columns compare the projected values with and without adviser charges being paid.

End of year	0.73% - Growth Rate		3.73% - Growth Rate		6.73% - Growth Rate	
	With no adviser charges	With 0.50% adviser charges	With no adviser charges	With 0.50% adviser charges	With no adviser charges	With 0.50% adviser charges
5	£93,900	£91,600	£109,000	£106,000	£125,000	£122,000
10	£87,500	£83,200	£118,000	£112,000	£158,000	£150,000
15	£80,600	£74,700	£129,000	£119,000	£201,000	£186,000
20	£73,100	£66,100	£139,000	£126,000	£254,000	£230,000

Notes:

- **With no adviser charges** - this column shows the projected values after deducting the policy and guarantee charges.
- **With 0.50% adviser charges** - this column shows the projected values after deducting the policy and guarantee charges, plus the 0.5% p.a. adviser charge.
- **The Growth Rates** used in this example are based on an investment in the Secure Income Option through Active Asset Allocation, max Growth Asset 35%.

*The Retail Distribution Review (RDR) that was implemented at the end of 2012 and resulted in Ongoing Adviser Charge payments proportionately reducing the value of guaranteed benefits. Remuneration paid on policies issued before RDR was fully implemented would not normally reduce the value of any guaranteed benefits.

Section 3 - Ongoing Adviser Charge

Please choose one of the following options:

I do not have an existing Ongoing Adviser Charge instruction, and would like to set up a new instruction.

I have an existing Trail Commission or Ongoing Adviser Charge instruction on the whole of my policy/plan and would like to change my existing instruction.

I understand if this existing instruction is for Trail Commission this will cancel the existing instruction and set up an Ongoing Adviser Charge instruction.

I have an existing Trail Commission instruction on part of policy/plan and would like to set up an Ongoing Adviser Charge alongside my existing Trail Commission instruction. (Not applicable to ISA Portfolios).

I have an existing Trail Commission and Ongoing Adviser Charge instruction and would like to change the Ongoing Adviser Charge part of my instruction. I understand this will be based on the same source of funds as my existing instruction (see Option A and Option B below). The existing Trail Commission instruction will continue unaltered.

Please note all of our Ongoing Adviser Charges are paid at your chosen frequency in arrears.

Please indicate the amount of the payment you wish us to make to your Financial Adviser, how often you would like us to make this payment and from which investments you would like the payment to be made.

£ p.a. or % per annum of full fund value, to be taken:

Monthly Quarterly 4 Mths 6 Mths Annually from the following investments:

One option must be ticked - please note, this payment source cannot be amended at a later date.

If you don't tick an option we'll assume you are going with option A and want to pay Adviser Charges from all investments

Please pay Ongoing Adviser Charges from all investments. Payments from Secure Income or Secure Capital Investments will proportionately reduce the guaranteed benefits.

Please pay Ongoing Adviser Charges from my Non-Guaranteed Investments and / or Protected Growth Funds (if applicable). If there is not enough money in these funds, or I have initially decided not to invest in them, the payments will be made from my Secure Income and/or Secure Capital Investments proportionately reducing the guaranteed benefits they provide, until additional monies are switched into the Non-Guaranteed Investments and / or Protected Growth Funds (if applicable).

Please note, if you already have Ongoing Adviser Charges in payment you cannot change the fund(s) this is paid from and this payment must match the original selection.

We will send you an illustration to show the impact of this change on your policy.

Section 4 -Confirmation

Please sign below to confirm you have read and understood the important information in sections 3 and 4, agreed the amount stated in sections 2 with your Financial Adviser, and to confirm your instruction to MetLife to facilitate such amounts on your behalf in accordance with its terms and conditions.

By signing below you also agree that:

- a. MetLife may set-off any Adviser Charges that you instruct MetLife to facilitate against any amount that your Financial Adviser owes to MetLife provided that your Financial Adviser has agreed that you will no longer be obliged to pay the amount of Adviser Charges set-off;
- b. The Ongoing Adviser Charges will be applied as per your instructions in Section 2;
- c. MetLife monitors the level of Ongoing Adviser Charges paid from its policies, and reserves the right not to facilitate an Adviser Charge if it considers that the payment requested would have a detrimental effect upon your investment, such that the MetLife product that you are invested in would no longer perform in accordance with its design;
- d. the payment requested to be facilitated is in relation to the MetLife Policy upon which you have received advice; and
- e. the payment of the amount specified will impact your policy benefits.

Data Protection

MetLife is a data controller in respect of any personal data you provide to us. The ways in which MetLife may collect, share or process your personal data are explained in MetLife's Privacy Notice. MetLife's Privacy Notice also explains your rights regarding your personal data. A copy of MetLife's Privacy Notice is available on our website, www.metlife.co.uk.

Should you have any questions or concerns, please contact the MetLife Data Protection Officer at DataProtectionUK@MetLife.com.

First Policy Holder / Trustee / Director / Company Secretary Signature

Date

D D M M Y Y Y Y

Second Policy Holder / Trustee / Director / Company Secretary Signature

Date

D D M M Y Y Y Y

Third Policy Holder / Director / Company Secretary Signature

Date

D D M M Y Y Y Y

Fourth Policy Holder / Director / Company Secretary Signature

Date

D D M M Y Y Y Y

If you have signed this request on behalf of a policyholder under a Power of Attorney, as a Court Appointed Deputy or as a Trustee in Bankruptcy, please fill in your details below:

Title

Mr Mrs Miss Ms Other - *please specify*

First name(s)

Surname

Address

City

Country

Postcode

Capacity

Title

Mr Mrs Miss Ms Other - *please specify*

First name(s)

Surname

Address

City

Country

Postcode

Capacity

Section 5 - What to do next

Once you have completed this form and checked that you have included any supporting documents, please send it with your attachments to:
MetLife, Beacon House, 27 Clarendon Road, Belfast BT1 3BG.

Tel: 0800 022 4443

customerservice@metlife.co.uk

metlife.co.uk

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For every moment, there's  **MetLife**