



COMPLETE SOLUTIONS PRB

Personal Retirement Bond

Helping you to understand the application process and set realistic expectations with your customers - Correct based on application forms at October 2012.

Here are some helpful tips to get you through the applications.

Helpful
Tips

Section 3. Revenue Commissioner Details:

This provides a breakdown of any other pension benefits the customer may have and is required so that:

- Irish Life can ensure all benefits are within the standard fund threshold.
- The customers retirement lump sum calculations are completed in line with revenue guidelines.
- In some circumstances (such as redundancy payments etc...) the member may have waived his right to a Retirement Lump sum in respect of the occupational pension scheme. If this is the case, part (c) should be answered 'yes'.
- If there was a Transfer payment(s) from a different employment into the originating occupational pension scheme, part (d) should be fully completed to ensure that ultimate retirement benefits are calculated correctly. If there are multiple transfers, please provide information in a similar format on a separate page.

Section 4. Single Contribution Details:

- All detail in this section must be fully completed in order to proceed with the issuing of the PRB.
- The information will be available from the paying Life Office if monies are coming from an existing PRB.
- The information will be available from the trustees of the paying scheme if monies are coming from an Occupational Pension scheme.

Section 5. Fund Details:

- You must confirm fund choice/choices and the percentages you require (Percentages completed must add up to 100%).
- A maximum of 10 funds is allowed. The Self-Invested Fund must form all or part of the investment from day 1 of the plan.
- An Investment Instruction form must be completed with the application form. A minimum of €20,000 must be invested in the SIF Fund.
- The Lifestyling Strategies are not available if any part of your fund choice consists of a Self Invested Fund.

Section 6. Details of Original Pension Scheme:

- Name of original scheme, Revenue Reference Number & Pension Board number are essential as they confirm that the new PRB is being set up using funds from a valid approved source.
- ARF/AMRF Option – This must be confirmed in all applications. In order for the member to avail of the ARF/AMRF Option, the rules of the originating scheme must have allowed for this.
- If funds from the same source are being split amongst multiple PRB's, only one PRB can pay a Retirement Lump sum where the salary/service route is used to calculate the retirement lump sum available. If the Irish Life application is the PRB nominated to pay such lump sum, you must tick 'yes' to (a) part 2.
- If a Pension Adjustment Order was granted on the originating scheme, we require a full copy of the order.

Section 7. Trustee Declaration:

- Not applicable if transfer is coming from an existing PRB.
- Must be signed and dated by trustee of the originating pension scheme if transfer is coming from an Occupational Pension scheme.

Section 8. Declaration under Regulation 6(3):

- Must be fully completed.
- Must be signed and dated by the Financial Adviser.
- Must be signed and dated by client.
- This declaration need only be signed by the member where it's a transfer from his/her existing PRB to this new PRB.

Section 9. Member/Customer Declaration to Irish Life:

- Must be signed and dated by member/customer.

Section 10. Direct Marketing Consent

- Not required.

Section 11. Your Plan Communications

- Please tick one of the options. If you chose to receive communications online, we require a mobile phone number and an email address – see section 2 of application form.

Supporting Documentation Required:

- Investment Instruction form (if applicable).
- Evidence of salaries if 20% director – by way of P60s or Accountants Report.
We are obligated by the Revenue Commissioners to confirm salaries for 20% > directors.