



# The Options Workplace Pension Trust

## Fee Schedule

THE OPTIONS WORKPLACE PENSION FEES		
Establishment of scheme	No charge	
Annual assets under administration	0.50%	Of total assets held within the scheme. Calculated and charged quarterly at month-end in March, June, September and December (includes investment manager fees) <b>(Deducted from scheme funds) (VAT exempt)</b>
Administration fee	£1.50 per member per month	Policy fee throughout the lifetime of the scheme. <b>(Deducted from scheme funds) (VAT exempt)</b>
Transactional charges applied to The Workplace Pension		
Employer request to pay contributions by BACS	£120 yearly	<b>Annual charge to employer if not opting to pay by Direct Debit</b>
Employer-instructed full scheme transfer out	Calculated and applied at the time of request in line with T&Cs	<b>Paid by the employer</b>
Investment switch charges	No charge	First switch out of default fund
Self-selected funds	£25	Each switch thereafter - chargeable on each switch after initial switch out of default
Pension-sharing on divorce	£500	Can be deducted from the fund or paid direct
Partial transfers out	£150	One per 12-month period Minimum fund remaining of £100
Taking benefits		
Additional charge for payment outside of 28th of month	£100	Payment is made on the next available payroll date of 28th month. Earlier payments incur additional charge
Additional services		
Additional services by written request and agreement	Time-cost basis at £150 plus VAT per hour	Requires written confirmation and pre-payment

### IMPORTANT INFORMATION

- Any employer charges and fees to the are subject to VAT at the prevailing rate unless stated in this fee schedule.
- Charges to the members and pension scheme do not incur VAT.
- Any unusual work which we have to carry out in regard to the services noted in the table, for example, for any exceptional or complex issues, additional to those noted, and any work we have to carry out to meet legislation or regulation, will be charged and invoiced separately on a time-cost basis at a rate of £150 plus VAT per hour. Unless it is work we are required to do by law or the scheme rules. Any fee will be agreed separately with the relevant party prior to commencement of the work by us.



FOR MORE INFORMATION PLEASE CONTACT  
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