

Exemption from Income Tax on the capital element of a Purchased Life Annuity

Requesting part of your payment free of tax

The person (or people) in receipt of a Purchased Life Annuity needs to complete this form so that the company or society paying the annuity (the provider) can work out any exempt capital element of the annuity and pay it to them tax free.

Not all Purchased Life Annuities can have a tax-free capital amount. So if you are in any doubt, please contact the provider.

Who should fill in the form

The provider should fill in part A of this form and pass it to the person to whom the annuity is paid.

The person (or people) to whom the annuity payments are payable must fill in parts B and C of this form, even if:

- someone else has purchased or part purchased the annuity, or
- it is payable for more than one life (or on someone else's life).

If the annuity is paid to more than one person, each person needs to fill in part B. This includes an annuity which is paid to both a husband and wife. Part B has room for up to two people. If the annuity is paid to more than two people, you will need to obtain additional copies of this form (or photocopy part B before you fill it in) and attach them to this one.

This form must then be sent back to the provider to complete part D. They will send a copy of the whole form to the person (or people) in receipt of the Purchased Life Annuity and a copy to us.

A About the annuity This part must be completed by the provider paying the annuity. Please use capital letters. Life Office reference number Name of the company or society Company or society's quotation number Address Company or society's annuity number Postcode (or country if not in the UK) Whose life or lives does the annuity depend on? Full name Gender Date of birth Male or female DD MM YYYY How often is each instalment of the annuity paid? The gross amount of each instalment of the annuity For example, yearly, monthly or weekly The date of the first annuity payment DDMMYYYY If annuity not paid in UK Sterling, state currency used

Before you complete parts B and C, please check that part A is correct

If anything is wrong, please contact the person that filled it in. If you are satisfied that the details are correct, fill in parts B and C. Then send the whole form back to the provider paying the annuity.

If two or more people fill in part B, only one person needs to fill in part C, including the declaration.

B About the person (or people) in receipt of the annuity

This part must be completed by the person (or people) to whom the annuity payments are payable. Please use capital letters.

National Insurance number

Please include your National Insurance number on the form, if you know it. If you are not sure what it is, you can usually find it on a letter from us, the Department for Work and Pensions or the Pension Service; a personal pension or annuity statement; a payslip, P60 *End of year certificate* or a P45 leaving employment certificate.

First person's details	Second person's details
Full name	Full name of second person in receipt of the annuity
Address	Address
National Insurance number <i>If known</i>	National Insurance number <i>If known</i>
Your tax reference number <i>If known</i>	Your tax reference number <i>If known</i>
Name and address of HM Revenue & Customs office	Name and address of HM Revenue & Customs office
dealing with your tax affairs (if known) The office you send your tax return or tax repayment claim	dealing with your tax affairs (if known) The office you send your tax return or tax repayment claim
Why the annuity was bought	
is part must be completed by one of the people named in pa	
e provider needs to know why you bought the annuity. This i pital element can be paid tax free.	mormation will help the provider decide whether the
Wills and settlements	
Answer No to this question if:	
 you have inherited a lump sum under a Will, or you have received a gift of a lump sum from a settlement and 	you have decided to use it. or part of it. to buy this annuity
Answer Yes to this question if:	you have because to use it; or part of it; to buy this unfully.
• the annuity had to be bought because of conditions in the Wil	
• it was bought to replace an annuity that was due to be paid ur	
Was the annuity, or part of it, bought because of the terms of a	a Will or settlement?
Yes No No	

Service	in an office or employment		
to be pa	s of a registered pension scheme, including one provid id on retirement or death. They may also allow part of a smaller pension to be paid.		
Answer	No to this question if the annuity was purchased with Yes to this question if an employer, or their pension sch uced pension, under the rules of the registered pension	neme, bought the annuity and it was to give you a pension,	
	annuity, or part of it, bought because of your or and		
Yes	No No		
Other r	egistered pension schemes This includes personal p	ensions, retirement annuity contracts, etc.	
	No to this question if:		
-	nose to take a lump sum so that your pension or pensing tof, the lump sum to buy this annuity, or	on annuity is reduced and you used all,	
• the m	. , , , , , , , , , , , , , , , , , , ,	erson paying into the scheme has died and you used all,	
	Yes to this question if:		
	the annuity, or reduced annuity, that was bought und ir membership of the scheme (or contract etc.), or	er the rules of the scheme (or contract etc.) because	
• this a	nnuity was because of the death of someone in any otlonal pension scheme, and the purchase was made by the scheme was made by the purchase was made by the scheme.	· · · · · · · · · · · · · · · · · · ·	
Was the	annuity, or part of it, bought because it had to be, u	nder the terms of a registered pension scheme?	
Yes	No No		
Dl	Air To be a smallest all to the arrange of the same of	-	
	tion To be completed by the person completing part (eople named in part B. The details I have given are correct	
to the b	·	le named in part B, I request that the provider paying the	
Signatu	re Da	ite DD MM YYYY	
Send th	s form back to your provider		
	rider will check that the information on this form is cor	rect. They will then decide:	
 whether your annuity qualifies for a tax free capital amount and, if so, what proportion or how much of your annuity payments is exempt from tax. 			
	proportion or now much or your annuity payments is e wider will then fill in part D of this form and send it bac	•	
	·		
	t the annuity This part must be completed by the swer all of the following questions. Use capital lette	e provider paying the annuity ers and if you need tell us a date, enter it in the format DD MM YYYY.	
Date of	the annuity contract	If the amount of the annuity will (or may) vary, explain why	
Cost of t	he annuity		
	•		
The gro	ss annual annuity payable under this contract		
	•		
	nuity is divided into a number of identical policies, tate how many policies there are		

If the annuity is payable for a guaranteed period even if the life or live which it depends have died, give the date the guarantee period ends			
Will the final payment of the annuity, if it ends because of the death on which it depends, be apportioned to the date of death?	of the life Yes No		
If the annuity will end at a certain date, even if the life or lives assure give the date of the last possible payment	ed is still alive,		
Tick one box and give further details as requested I have calculated the exempt capital element as the proportion Give full details of the section and subsection of legislation used below I have calculated the exempt capital element as the sum of Give full details of the section and subsection of legislation used below This annuity is not eligible for the exempt capital element. Give full details of why below			
Name of the payer <i>If different to name given in part A</i>	Name of person completing part D		
Address <i>If different to name given in part A</i>	Position in organisation		
	Signature		
Postcode (or country if not in the UK)	Date		
Date form returned to annuitant Date copy sent to HMRC	Other relevant notes or information		

Notes for the person (or people) in receipt of the annuity - Filing Tax Returns and claiming a tax repayment

If you need to complete a Tax Return or make a claim for a tax repayment, you will need to show the net taxable amount. The net amount is the total amount of annuity payments you receive, less the tax free amount.

If you have completed a Tax Return or claim for a tax repayment in the past and told us about an annuity, you may want to check the amount of the annuity you told us about. If the amount you told us was too high, because you did not know the exempt capital amount when you completed the return or claim, you may be able to claim a tax repayment. If this applies to you, please contact your HM Revenue and Customs office. If you do not know which office this is, you can find us in The Phone Book under 'HM Revenue & Customs'. Or go to our website www.hmrc.gov.uk and select *Contact us*.