



## Our fees

### **Introduction**

This document is designed to provide clarity of how we are remunerated. Our fee structure is broken down into several elements to provide transparency and to ensure that our fees are not solely based on you buying a product but on chargeable time.

We only take on a very limited number of clients that meet the type of profile, that we feel we can best help and advice on and therefore our service or fees may not be suitable to every client we meet. We will only take on clients that want a long term ongoing relationship, and therefore if you require one off advice, we are not the right firm for you. We try and ascertain at an early stage, if we feel we can add value to you, so that you do not waste any time in finding an adviser that best suits you.

### **Initial steps**

Our first contact with you, will be via the telephone and we will also ask you to complete a detailed financial questionnaire, detailing your current position, this will also contain several questions, so that we can understand your financial objectives and concerns. This questionnaire will provide us with useful information for our first meeting and help make that meeting as productive as possible for you.

### **Initial meeting**

The initial meeting is held at our expense and without obligation. We prefer that this initial meeting is held at our offices at Fetcham Park House, in a mutually convenient location or by Zoom.

Following this meeting, if you wish to engage with us, we will write to you, to confirm the scope of our advice and the associated fees, along with any further information we may require. We will require your agreement of these fees before proceeding further.

### **Cashflow planning**

A cashflow plan provides you with a pictorial overview of your current financial situation and a projection of what the future may look like. It will highlight any discrepancies and including shortfalls. This maybe for instance highlighting that the level of income you require will have a detrimental impact on your asset base over time and could mean you run out of money. If this is the case and you are approaching retirement, it means that we can put to together a plan to help address this, so that you can look forward to your retirement without worry. If, however you are already in retirement, you may need to adjust your spending so that your assets do not run out. A cashflow plan also helps you understand how much risk and return you will need to take with your investments to help achieve your goals.

We charge a fixed standard fee for this service of £750.

### **Planning advice**

Once we have a clear understanding what work needs to be undertaken, we can then advise on the exact scope of work required. We can then provide you with a fixed fee quote for our services. This will depend on the complexity of your situation and therefore the fee will be individual for the advice that you require and agreed with you before we commence. This fee sometimes includes the implementation of various products and will be clearly stated if this is the case.

## **Implementation**

If part of our recommendation involves us being instructed to implement a product for you and this has not been included in our planning advice fee, we charge a separate fixed fee for this service.

The list below provides information on the minimum fees that we charge to set up various product types, these fees vary due to the complexity and nature of some products we advise on. For multiple plans, we may provide a discounted overall fee. Recommendation of a suitable initial investment portfolio is included within the fee.

New ISA/General Investment Account	£500
ISA transfer	£500
Regular Investment/Personal Pension Account	£500
Personal Pension switching	£750 (per plan)
Immediate Cares Annuity	£1,000
Self-Invested Personal Pension	£1,000
Investment Bond	£1,250
Pension Annuity Purchase	£900
Income Drawdown	£900
Trust Investments	£1,500

## **Private Client Service**

Once we have agreed and implemented your recommended financial plan, the key is to ensure that you remain on course to achieve these objectives. Our Private Client Service has been designed to ensure that we keep our clients on track, provide ongoing advice and management of your investments and where appropriate, make changes, as your personal circumstances and objectives change.

Currently the fees for this service, are expressed as a percentage for assets up to £1,000,000. The fee is 0.75% per annum, unless otherwise agreed.

For clients with assets more than £1,000,000, we agreed a fixed fee, which is reviewed annually.

Details of this service can be obtained from our Private Client Service document.