

INFORMATION REQUIRED FOR
LOANS TO UNCONNECTED PARTIES

Pension Scheme Name:

PART ONE – DETAILS OF THE BORROWER

1. Name and registered address of Borrower.

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2. A brief description of the company's trade or business

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3. How long has it been trading?

4. Names and addresses of directors and shareholders

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5. How did the Trustees become aware that the Borrower wished to borrow money?

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6. Purpose of the loan.

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7. Please advise whether there is any connection whatsoever between the Borrower (and its share-holders/directors) and

- the pension scheme member(s)
- any relative of the pension scheme member(s)
- the scheme trustees or any relative spouse or associate of the scheme members
- any companies participating in the scheme or any associated companies.
- any director or employee of these companies.

If there is any such connection, please give details:

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8. Please advise whether you, your Company or business, the company that employs you or any other family members have any formal or informal arrangement with the Borrower whereby the Borrower has loaned money to or invested with you, your Company or business, the company that employs you or any other family members.

If there is any such agreement, please give details:

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9. Please state:

Borrower's Corporation Tax District (Inspector).....

Reference number:

10. Borrowers bank account details to arrange payment:

Bank:

Address:

Sort code:

Account number:

Account name:

PART TWO – DETAILS OF THE LOAN

11. Amount of the Loan: £.....

12. Term of the Loan:

13. Interest Rate:%

14. Repayment Terms (amounts, frequency):

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15. a) Will any security be given in respect of the loan? Please provide details:

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- b) If no security is to be given, please state why this is not considered necessary:

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PART THREE – ADDITIONAL INFORMATION

16. Name and address of the valuer who will provide the valuation of security
 Provided:

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17. Name and address of the solicitor who will produce the loan documentation
 and legal charge (if applicable):

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18. Documentation required to assess the loan (note, we will not be able
 to proceed with the loan without these):

a) If the borrower is a company:
<ul style="list-style-type: none"> • Copy Memorandum & Articles of Association • Copy Certificate of Incorporation
b) If the borrower is an individual(s), for each borrower:
<ul style="list-style-type: none"> • Copy of current passport or driving licence • Copy utility bill not more than 3 months old, showing name and home address
c) Valuation of the security being offered in connection with the loan

- I confirm that the information provided herein is correct and that I have read and understood IPS' Guidance Notes on loans to unconnected parties, and have raised any queries with IPS, or my professional advisors, in order to accurately complete the details required.
- I agree that where I have indicated information is to follow, this will be provided as soon as possible and I understand that the transaction may not proceed until the information is provided.
- I understand that before a loan is granted by my pension scheme, I will need to sign a Trustees Resolution, which IPS' trustee company will then countersign, whereby I acknowledge my duties and responsibilities regarding the loan.

Signed : Member/Trustee

Print name: Date:

I have reviewed the above and believe that the Company/Individual to which the loan is being made is solvent and confirm that I am satisfied with the security of the transaction and that it is made on a commercial basis.

A copy of the latest accounts for the Company/Individual's business is enclosed.

Signed : Company Accountant Date:

Print Name:

Accountant's Company Name: