

Excepted Group Life Trust Completion Guide

**How to complete the Excepted
Group Life Trust Deed**

WARNING: This is a basic guide to the fields to be completed in our specimen Excepted Group Life trust document. Before you complete the document and the trust deed is executed, we strongly recommend that you obtain independent legal and tax advice on whether the trust is appropriate in the circumstances and on the consequences (including any tax consequences) of executing the trust deed. Aviva Protection UK Limited (Aviva Protection) is not able to advise you in this regard and does not accept any liability for the effect or consequences (including any tax consequences) of using this guide and the specimen document to create the trust. Advice should also be obtained relating to ongoing compliance requirements for an Excepted Group Life trust with HMRC and/or any other authorities. The laws relating to taxation and trusts may change in the future. Aviva Protection shall not be held responsible for any information given in this document or any other Aviva Protection documentation or for any changes in tax provisions or legislation that may affect the policy within the trust or the tax treatment of either the policy or the provisions of the trust.

Group Protection

 **AVIVA**

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Excepted Group Life Assurance Trust

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Cover

1. Insert policyholder's registered company name.

THIS TRUST DEED ² is made on [TODAYSDATE] by [INSERTCOMPANYNAME] ³, (registered number [REGNUMBER] ⁴) whose registered office is situated at [REGISTEREDADDRESS] ⁵ (the 'Sponsor') ³

(A) The Sponsor has decided to establish an excepted group life assurance trust to be known as the [INSERTCOMPANYNAME] ³ EXCEPTED GROUP LIFE ASSURANCE TRUST (the "Trust") to provide lump sum benefits on death in Service for such Employees of Participating Employers as are admitted to membership. The Trust is not to be treated as a registered pension scheme under section 153 of the Finance Act 2004.

(B) Execution of this deed confirms the establishment under irrevocable trusts of the Trust with effect on and from [STARTDATEOFPOLICY] ⁶

(C) The Trustee (as defined in the Rules) shall be the first Trustee of the Trust.

(D) The benefits under the Trust shall be secured by a Policy or Policies as selected and effected by the relevant Participating Employers with Aviva Protection.

(E) The Trust shall be governed in accordance with the rules scheduled to this deed (the "Rules").

(F) The Trustee shall administer and manage the Trust in accordance with the Rules and any amendments to this deed and the Rules.

(G) The persons named in the table below (if any) shall be admitted to participation in the Trust as the Original Participating Employers with effect on and from the commencement of the Trust.

(H) Defined terms used in this deed but not defined in it shall bear the same meaning as in the Rules.

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2. Date of completing and signing this trust.
3. Policyholder's registered company name.
4. Policyholder's Companies House number.
5. Policyholder's registered address.
6. This is the date you want the trust to start from - this will usually be the same date as you sign the document but can't be a date in the past.

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Persons to be admitted as Original Participating Employers		
Name	Registered Number	Registered Address

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7. The company name of each participating employer **including** the sponsor.

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8. The **policyholder** (sponsor) must sign in the sponsor section.

Two authorised signatures are required.

9. Sign here **only** if there are **additional** participating employers **other** than the sponsor (policyholder).

Enter the name of the participating employer.

This section is to be signed by two signatures from each additional participating employer.

If there are other participating employers, this page should be printed and signed by each additional participating employer. The sponsor only needs to sign once above.

IN WITNESS whereof the parties hereto have executed this instrument as a deed and is delivered and takes effect on the date first before written:

Executed as a Deed by the **SPONSOR** acting by

..... **8**

Director

..... **8**

Director/Secretary

Executed as a Deed by [INSERTNAMEOFADDITIONALPARTICIPATINGEMPLOYER]

acting by:

..... **9**

Director

..... **9**

Director/Secretary

[NB each employer will need to have its own signature clause and sign the deed.]

All pages of the trust deed should then be scanned and emailed to Aviva Protection.

The original of the deed should be retained for your records.

Aviva Protection UK Limited

Telephone 0345 600 6820. Registered in England and Wales. Number 6367921.

Registered address: Aviva, Wellington Row, York, England, YO90 1WR.

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The registration number is 473752.

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EDCO 2830-0225 © Aviva

