

commercial property

Property Details

Property Type

Property Address

 Post Code

Land Registry Reference

Description of Property

Any Residential Element?

Yes

No

Freehold/Leasehold

Freehold

Leasehold

If Leasehold, contact details for Head Lease

Vendor Details

Purchase/Transfer/Re-registration

Purchase

In Specie Transfer/Re-Registration

Purchase

Vendor Name

Contact Name (if different)

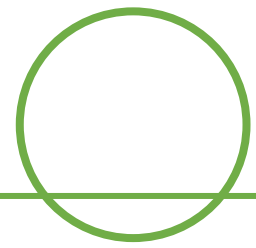
E-Mail Address

Telephone Number

Is the Vendor connected to the Scheme Member(s)?

Yes

No



In Specie-Transfer/Re-Registration

Pension Provider Name

Contact Name

E-Mail Address

Telephone Number

Type of Existing Plan

Policy/Plan Reference(s)

Is the property subject to an existing mortgage? Yes No

Will the mortgage be transferred in specie? Yes No Not Applicable

Purchase/Transfer Details

Purchase Price/Transfer Value

Valuer/Surveyor Instructed? Yes No Not Applicable

Valuer Name

Valuer Contact

E-Mail Address

Telephone Number

Proposed Date of Exchange

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Proposed Date of Completion

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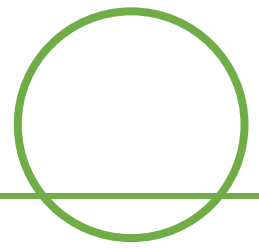
VAT Details

Property Subject to VAT? Yes No

Scheme to be VAT Registered? Yes No

Transfer of Going Concern? Yes No

Responsibility for VAT? Odyssey Pensions Members/Trustees



Funding Details

Borrowing Required?

Yes No Not Applicable

Borrower Name

Borrower Contact

E-Mail Address

Telephone Number

Amount of Borrowing

Tenancy Details

Is the property vacant?

Occupied Vacant

Occupied Property

Name of Tenant

Length of lease outstanding

Annual Rent

Is the Tenant connected to the Scheme Member(s)?

Yes No

Copy Lease Attached?

Yes No

Contact Name of Tenant

Any Rental Arrears?

Yes No

Vacant Property

Name of Proposed Tenant

Length of Proposed Lease

Proposed Annual Rent

Is the Tenant connected to the Scheme Member(s)?

Yes No

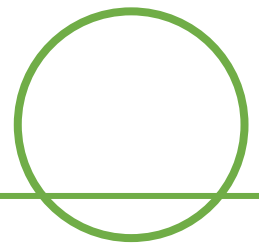
Any Proposed Rent-Free Period?

Yes No

Any Works intended at property?

Yes No

Description of Works



Pension Scheme Solicitor

Firm to be nominated by Odyssey Pensions?

Yes

No

Solicitor Firm Name

Contact Name

Firm Address

Post Code

E-Mail Address

Telephone Number

Is the Solicitor instructed to prepare a lease?

Yes

No

Vendor/Transferor Solicitor

Solicitor Firm Name

Contact Name

Firm Address

Post Code

E-Mail Address

Telephone Number

Insurance Details

Insurance Arranged by

Odyssey Block Policy

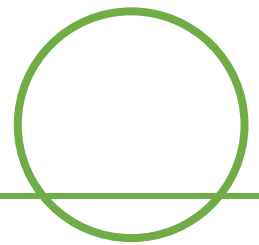
Other Insurer

Other Insurer details (if applies)

IMPORTANT NOTE

Where the Odyssey Block Policy is selected, Odyssey will arrange for insurance to be placed via one of its partner commercial insurance brokers.

Odyssey may earn fees and/or commissions from the introduction of insurance business. Where this occurs Odyssey will allocate any payments to Charity in their entirety.



Ownership Details

Will the Property be owned by more than one party?

Yes

No

Single Scheme Ownership

Scheme Type

SSAS

SIPP

Group SIPP

Member/Scheme Name

Reference (if known)

Multiple Party Ownership

Scheme/Owner Name

Ownership held via (SSAS, SIPP, Group SIPP, Company, Personal)

% held

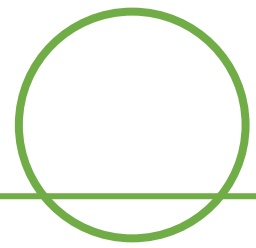
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Pension Scheme References relating to above (if known)

IMPORTANT NOTE

An agreement will need to be put in place where there are multiple parties. This agreement should cover, among other things, ownership of the property, collection of rent, expenses and costs, responsibilities in relation to the management of the property, and the procedure to be followed in the event of a requirement to sell, including retirement and/or death of any pension member.

The agreement should also make provision for what should happen in the event of any dispute that occurs between the members of the Syndicate, such as the agreement to the appointment of an independent arbitrator. The individual members of the Syndicate may wish to obtain their own legal advice in relation to this separate to the work being undertaken by the solicitor who is undertaking the conveyance.



Declaration

I/We hereby declare that:

1. The information contained in this form is accurate to the best of my knowledge and belief and no material details have been omitted.
2. I understand that Odyssey Pensions reserves the right to abort any proposed property transaction if it does not satisfy the criteria set out by the Professional Trustee of the Scheme. I also understand that charges may still be made by Odyssey Pensions in the event of an aborted transaction.
3. Where VAT applies to a transaction, I understand that Odyssey Pensions may be prepared to offer limited VAT administration services for the Scheme. I also understand that Odyssey Pensions reserves the right to require the appointment of a VAT adviser or specialist administrator at any point during, or after, the property transaction.
4. Where I have elected for insurance to be provided via the Odyssey Block Insurance policy I understand that Odyssey may earn a commission and/or fee for the introduction and that any payment received will be allocated fully to Charity.
5. Where I am completing this form in the capacity as Member or Trustee, I confirm that Odyssey Pensions is authorised to contact the solicitors detailed on this form to progress the property purchase as detailed.
6. Where I am completing this form in the capacity as Financial Adviser to the Member and/or Trustees, I confirm that I have received instructions to authorise Odyssey Pensions to contact the solicitors detailed on this form to progress the property purchase as detailed. I also confirm that I have made the Member and/or Trustees aware of the situation concerning charges and VAT as detailed in the points above.

Signed

Name

Capacity

Company Name (if applicable)

Date

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Authorised and Regulated by the Financial Conduct Authority

Odyssey Pensions Limited. Registration Number 11034559. FRN 796417.

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