

# Regular withdrawal instruction form

## How to fill out this form

Please use black ink and CAPITAL LETTERS or tick  as necessary.

Any corrections must be initialled; do not use correction fluid as this will invalidate your application.

Please tick the appropriate box

## About this form

Please read the Important Information section on the back page to help completion of this form, and ensure all legal owners of the policy(ies) sign and date the request.

## Personal details

Policy Number(s)

On the Life/Lives of

Policy Owner(s)

Your (policy owner) telephone number

(This is required in case we need to contact you regarding this request).

## Withdrawal Options

Payments will be made by Direct Credit to the Bank or Building Society account detailed overleaf.

Minimum payment £50 per frequency (except under the Regular Bonus as income or Natural Income option).

I/We wish to receive  each year.

Or  % of total investment to be withdrawn each year.

Or  % of unit value to be withdrawn each year.  
(Not applicable to a Distribution Bond).

The Full Distribution (Distribution Bond only).

Or  The Regular (Annual) Bonus as income option (With-Profits only).

Or  Natural Income (Distribution Income Funds, available through the Prudential Investment Plan and the Flexible Investment Plan only).

Or  Natural Income capped at 5% of total investment (Distribution Income Funds, available through the Prudential Investment Plan and the Flexible Investment Plan only). If Ongoing Adviser Charge is present on the plan then this will be cancelled automatically if this option is selected.

If your investment is in both With-Profits Funds, the Regular Bonus as income option will be taken from both Funds unless you specify otherwise in the box below.

## Frequency of payments

Withdrawals should be paid at the following frequency.

Please tick **one** choice.

Every Month  Every 3 Months  Every 4 Months\*  Every 6 Months  Every 12 Months\*

Date you wish to start taking a regular income (this must be at least 10 working days after sending this form to enable us to set up the regular withdrawal)\*\*

D	D	M	M	Y	Y	Y	Y
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**Note:** Regular income payments will usually reach your account within 5 working days of the date you have chosen.

\* Not applicable to Prudence Distribution Bond or Distribution Income Funds investors taking Natural Income.

\*\* For a Distribution Bond when "Full Distribution" is requested, no date needs to be entered as the first payment will be made after the distribution that follows receipt of this request, on the same day of the month as the bond commenced, and at the frequency requested.

The earliest payment under the Regular (Annual) Bonus as income option (With-Profits only) will be based on the frequency selected. (e.g. if quarterly payments are requested, the first payment will be three months after acceptance of this request.)

Regular withdrawal amounts will be deducted from all your chosen Funds unless otherwise specified. If you wish the amount to be taken from selected funds please specify the name of the Fund(s) in the box below. This option is not available for those investors with Prudence Distribution Bonds or for those invested in Distribution Income Funds available through the Prudential Investment Plan and the Flexible Investment Plan.

For policies where there is an Automatic Rebalancing instruction in operation please refer to your Financial Adviser before specifying selected funds.

Fund Name
1.
2.
3.
4.

## Identification requirements

Our regulator, the Financial Conduct Authority (FCA) requires us to verify the identity of our customers before a withdrawal can be made. We may use approved credit reference agencies, tracing companies, financial crime prevention agencies, or publicly available information, to help us to check your identity, as well as to prevent fraud and money laundering; this may include checks on your current or previous addresses. Results of these may be recorded for future reference. These checks may also be carried out for a joint policy holder or person(s) that you provide personal information on. Should we ever lose contact with you, we may use these agencies to verify your address to help us get back in touch. Any transfer of your personal information will always be done securely.

For a copy of our latest Data Protection Notice, please visit [pru.co.uk/mydata](http://pru.co.uk/mydata). This details how and why we use your personal information (including any sensitive personal information), who we may share it with and your rights around your personal information. Alternatively, you can request a copy to be sent to you by writing to The Data Protection Officer, Customer Service Centre, Lancing BN15 8GB.

Please note that we collect personal information from you that is necessary for us to either provide you with the product or service you've requested or to comply with statutory or contractual requirements.

Unfortunately if you don't provide all of the information we require this may mean we are unable to provide our products and services to you.

If you provide account details that either the original investment was made from, or an account we have made payments into previously, we may not require evidence of your identity.

You may want to send us identity documents with the Regular withdrawal instruction to speed up the process.

We need one item from Group A and one item from Group B below for each owner.

If you are unable to provide any of these documents please telephone us to discuss alternatives.

## Frequency of payments – continued

Group A – Evidence of full name and either address or date of birth	Group B – Evidence of full name and current home address
<ul style="list-style-type: none"><li>A clear copy of a valid signed passport.</li></ul> OR <ul style="list-style-type: none"><li>A clear copy of a valid photo card driving licence (full or provisional)/valid old style full UK driving licence.</li></ul>	<ul style="list-style-type: none"><li>A clear copy of a current* utility bill or evidence that shows current address (bank statement, solicitors letter, council tax bill, mortgage statement).</li></ul> To satisfy our regulators, we cannot accept online utility bills/ bank statements.  * Definition of current, would be within the last six months.

We do not accept mobile phone bills, credit card statements or a TV licence and cannot accept identity verification documents by email or fax.

If any of the copies are from outside the UK, they must be certified as true copies by an attorney, a notary or an embassy consulate authority.

## Bank/Building Society payment details

### Payee details

Full Name of Payee(s) (please provide name of company if applicable)

Full address of payee(s) including postcode

<input type="text"/>	
<input type="text"/>	
<input type="text"/>	Postcode

Direct Credit is the recommended method of payment

Name of bank or building society

Address

<input type="text"/>	
<input type="text"/>	
<input type="text"/>	Postcode

Sort Code

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Account Number

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Roll number (Building Societies only)

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Account Holder(s) name

This information must be provided before payment can be made.

If more than one payee, the address, including postcode, of each payee is required.

## Signature(s) of owner(s)

If a policy is subject to trust, all trustees must sign.

Owner 1

Date

D	D	M	M	Y	Y	Y	Y
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Owner 2

Date

D	D	M	M	Y	Y	Y	Y
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Owner 3

Date

D	D	M	M	Y	Y	Y	Y
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Owner 4

Date

D	D	M	M	Y	Y	Y	Y
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## Important Information

1. For Prudential Investment Plans, Flexible Investment Plans, Prudence Prospects Bonds, Prudence Bonds, Prudence Managed Investment Bonds, Prudence Managed Bonds and Prudence Distribution Bonds (comprising of a number of separate policies) only the first number should be quoted as the withdrawals will be taken equally from ALL policies in the Bond or Plan.

For pre-April 1991 policies, please quote each policy number from which withdrawals are to be taken (or complete a separate request form for each policy).

2. Some policies have restrictions on the amount that may be taken by regular withdrawals. You should refer to the Key Features provided at the time of original investment, alternatively contact our Customer Service Centre on: 0345 640 1000 for details. Calls may be monitored or recorded for quality and security purposes.

For Prudential Investment Plans originally taken out on or after 2 January 2013 which allowed you to ask for Adviser Charges to be deducted from your plan, the maximum regular withdrawal level is 7.5% per year, this will include any adviser charges being paid.

3. Withdrawals are taken by the cancellation of units to the value required.

The only exception is for the Distribution Bond when units will always be taken first from the Distribution Cash fund

If additional investments have been made the requested regular withdrawals will be provided in proportion from the units relating to the original investment and each additional investment.

4. In certain circumstances the Company may impose a Market Value Reduction (MVR) to reflect the effect of market conditions on the underlying investments in a With-Profits Fund.

If a Market Value Reduction is applicable the monetary amount of the payment will be as requested but additional units will be cancelled to meet the amount of any applicable MVR.

5. Withdrawals (including any Ongoing and Ad hoc Adviser Charges) which exceed the annual tax deferred allowance (5% each year {cumulative} of the total amount invested), will create a Chargeable Event Gain which may produce a liability to income tax above the basic rate and/or affect entitlement to Personal Allowance.

This information is based on our understanding, of current taxation, legislation and HM Revenue & Customs practice, all of which are liable to change without notice. The impact of taxation (and any tax relief(s)) depends on individual circumstances.

Please contact your Financial Adviser for details.

6. Policies effected after 1 January 2002 may attract an Annual Growth Reward. (Not applicable to Prudential Investment Plans). Regular withdrawals may affect your future Annual Growth Reward – please refer to the relevant Key Features.
7. For Prudential Investment Plans and Flexible Investment Plans where the Return of Premium Death Benefit option (Guaranteed Minimum Death Benefit option for Flexible Investment Plans) is operative, regular withdrawals will reduce this benefit – please refer to your Key Features.
8. For Prudential Investment Plans and Flexible Investment Plans invested in either the PruFund Protected Cautious Fund or the PruFund Protected Growth Fund, the Guaranteed Minimum Fund Value will be reduced proportionately for any withdrawals.
9. Full terms and conditions of Prudential's Bonds or Plans are available from our Administration Office, at Prudential, Lancing BN15 8GB.