



**Service Proposition & Engagement**

This agreement is made between: **SIGMA WEALTH PARTNERS LIMITED**

And:

The Correspondence Address is:

This agreement is supplementary to our Client Agreement and sets out the basis on which we charge for our services.

All investments should be reviewed on a regular basis and this agreement sets out the terms on which we charge for our ongoing services to you. Should you decide to sign up for our ongoing services we will ask you to acknowledge your consent at the end of this agreement. You should then retain your copy of this with our 'client agreement' previously provided to you.

Below we set out the on-going services we provide and the associated cost to you. Please notify me if you wish to discuss any aspect of these terms.

<b>SERVICES PROVIDED</b>
<p>An annual financial review to include:</p> <ul style="list-style-type: none"> <li>• Your needs and objectives</li> <li>• Changes in your personal circumstances</li> <li>• Your attitude to risk and capacity for loss</li> <li>• Impact of tax and legislative changes</li> <li>• Your will and personal estate</li> <li>• Review of the suitability of your investments</li> <li>• Provision of a personal recommendation</li> </ul>
<p><i>Quarterly</i> review of the underlying investment funds within your portfolio. This will ensure the funds are rebalanced in line with the agreed asset allocation. This will not take account to the suitability of the investment where conducted outside of the above annual review.</p>
<p>On-going access to <i>a qualified financial adviser to assist you with any queries or guidance needed/advice</i> at your request</p>
<p>Liaison, at your request, with any other professional adviser</p>

On-going administration support
The cost of this service is based on the value of your investment(s) held with us and is charged at a rate of <b>0.75%</b> of their value per annum
The annual minimum charge for this service is £350 and the maximum we charge is £6,000

**Please note however that where a client portfolio is under £50000 an annual review will be telephone based only**

The examples below are to help you understand how our charges will be applied;

**Example 1;** if your investments are valued at £40,000 the 0.75% charge of £300 would be below our minimum fee and we would charge the difference of £50 to you at the end of annual period from when this agreement was dated. The total fee payable would be £350 per annum.

**Example 2;** if your investments are valued at £200,000 the 0.75% charge would be £1500 and would be the total fee payable for that year.

**Example 3;** if your investments are valued at £900,000 the 0.75% charge would be £6750. As this exceeds our charge cap we would reduce the fee in line with our maximum charge so the total payable would be £6,000 per annum.

**Where the value of your investments rises, then the fees for this service will increase, conversely, if the value of your investments falls, the cost of this service will decrease. This is subject to the above minimum and maximum charges.**

You can choose to pay this fee directly or by deduction from the policy(ies) you hold. Should you wish to pay directly you can spread the payment over a 12 month period by standing order.

When you sign this ongoing service agreement it is deemed to commence immediately and payable on a *monthly or quarterly basis* in arrears. You can choose to cancel this at any time by providing us with written confirmation of your decision. Payments would then cease within 7 business days or after collection of any due proportion of any period charges if later.

**DECLARATION**

I/We would like to subscribe to the ongoing service proposition and understand that the fee for this service is 0.75% of the value of my/our investments each year, subject to a minimum of £350.

**Facilitation of Payments**

I/We wish for the cost of the ongoing service to be paid by deduction from the policy(ies) I/we hold

I/We wish for the cost of the ongoing service to be charged directly to me/us on a monthly/yearly basis

**Client Name** ..... **Client Name** .....

**Client Signature** ..... **Client Signature** .....

**Dated** ..... **Dated** .....

Signed on behalf of Sigma Wealth Partners Limited:

.....

Gary Singh DipFA MIFS,  
Director/Independent Financial Adviser

Date: