

# Lifetime ISA Application Form



This product is designed to help you save for your first property purchase or to provide a fund that you can access from age 60. The Government will add a bonus of 25% to any contributions that you make.

## The product may be appropriate for you if:

- You are aged 18-39.
- You have never owned a property.
- You wish to buy a property in the UK worth up to £450,000.
- Your property purchase will not take place in the next 12 months.
- You want to save for your first property but want the flexibility to use the savings to access at age 60 if your circumstances change.
- You wish to supplement your retirement income and build a fund you can access from age 60.

## It may not be appropriate for you if:

- Your property purchase will take place within the next 12 months.
- You are 40 and over.
- You are currently contributing to another Lifetime ISA unless these contributions are transferred to Metfriendly.
- You wish to use the Lifetime ISA as an alternative to your employer's pension scheme.
- You expect to inherit a property before you make your first property purchase.
- You do not have spare funds set aside as an emergency fund (to cover unexpected expenses).

Mr/Mrs/Ms/Miss	Surname	Forename(s)
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First line of home address	Postcode
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Date of Birth	Gender M <input type="checkbox"/> F <input type="checkbox"/>	National Insurance Number
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You should be able to find your NI number on a payslip, Form P45 or P60 or a letter from HM Revenue & Customs, a letter from the DWP, or pension order book.

Email Address	Contact No
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If applying as a serving or retired member of the police service, please complete:

Constabulary	Prefix & Warrant/Payroll No
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- We would like to email you from time to time with relevant information on financial issues relating to the police, such as police pay, and products and services we provide including special offers. If you would like to receive the above information **please indicate your consent by ticking the box to the left**. You will be able to unsubscribe from these communications easily and at any time.

If applying as a relative of a serving or retired member of the police service, please complete:

Name of serving or retired member	Your relationship
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Their Constabulary	Their Prefix & Warrant/Payroll No
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Your answers to the following questions will help us to ensure the product is appropriate for you and that you understand the nature of a with-profit investment. If you are in any doubt as to whether the Lifetime ISA is appropriate for you, please call us on **01689 891454** or email **info@metfriendly.org.uk**

1. Are you aged between 18 and 39? Yes  No
2. Are you currently contributing to a Help to Buy or Lifetime ISA elsewhere in the current tax year? Yes  No
3. Do you understand significant penalties apply unless used for a first property purchase or as a fund accessible from age 60? Yes  No
4. Are you opening a Lifetime ISA to save for a property purchase? Yes  No

If answer to Q4 is yes, please answer Q5a, b, c

If answer to Q4 is no, please answer Q6a, b, c

- |  |  |
|--|--|
| 5a. Have you ever owned or inherited a property? Yes <input type="checkbox"/> No <input type="checkbox"/>                                      | 6a. Are you opening a Lifetime ISA to save for retirement? Yes <input type="checkbox"/> No <input type="checkbox"/>  |
| 5b. Do you expect to inherit a property before you make your first property purchase? Yes <input type="checkbox"/> No <input type="checkbox"/> | 6b. Do you wish to supplement your retirement income and build a fund you can access from age 60? Yes <input type="checkbox"/> No <input type="checkbox"/> |
| 5c. Are you planning on purchasing a property within the next 12 months? Yes <input type="checkbox"/> No <input type="checkbox"/>              | 6c. Are you planning to use the Lifetime ISA as an alternative to an employer's pension scheme? Yes <input type="checkbox"/> No <input type="checkbox"/>   |

7. What type of savings or investments do you currently hold or have held in the past? (please tick all that apply)

- None**
- Cash accounts**, for example current accounts, savings accounts, notice accounts, fixed term accounts, cash ISAs, national savings, premium bonds and guaranteed bonds.
- Fixed interest investments**, for example gilts, index-linked gilts and corporate bonds
- Pooled investments**, for example stocks and shares ISA, insurance ISA, with-profit bond/savings, unit trusts and investment trusts.
- Direct Investments**, for example: company stocks and shares
- Specialist investments**, for example property (not including the home that you live in), gold, commodities, options, futures, derivatives, art and wine.

8. What is your knowledge and experience with savings and investments? (please tick the most appropriate)

- |  | Strongly Agree           | Agree                    | Disagree                 | Strongly Disagree        | Don't Know               |
|--|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| a. I am experienced with investing money             | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| b. I am knowledgeable about saving and investing     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| c. I am knowledgeable about with-profits investments | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

9. Have you ever held any with-profits investments? (please tick one)

- Yes, I have held  with-profit policies  No  Don't Know

10. What is the highest level of education you have achieved? (please tick one)

- None**  **School exams**, for example GCSE or Higher Certificate  **University Degree**, for example BSc, BA
- Post Graduate**  **Vocational Qualification**, for example Certificate of Knowledge of Policing, Police Promotional and/or CID exams
- Professional Qualification**, for example, Accountancy, Law or Medicine

11. What is your most recent occupation? (please tick one)

- Police Officer  Police Staff  Other (please state)

For your own benefit and protection, you should read the **Key Information Document** associated with this product, available by request or on the relevant product page on our website (a copy will also be posted to you once your Lifetime ISA is set up). If you do not understand any point please ask for further information.

**I apply to open and subscribe to the Metfriendly Lifetime ISA for the tax year 2021/2022 (06/04/21 to 05/04/22) and any amounts I may decide to invest in subsequent years.**

**I would like to** (please tick all that apply):

- Make a single lump sum contribution. Amount  £
- Please note that lump sums can be added to your Lifetime ISA at any time. Details for how to do this will be sent to you
- Transfer funds from another ISA provider
- Transfer funds from a mature Child Trust Fund
- Transfer funds from a Lifetime ISA held elsewhere
- Transfer funds from a Help to Buy ISA held elsewhere
- Pay monthly contributions by salary deduction (ONLY serving Met Officer, serving City of London Officer, or employed as Met Staff incl PCSO)
- Pay monthly contributions by direct debit

Please enter the monthly amount, £100 minimum or £50 if selecting the Metfriendly Escalator.

Amount  £ For tax year 2021/2022 and each subsequent year until further notice.

**Metfriendly Escalator**  Escalation amount (minimum £10) £20  £50  £75  £100  Other  £

The Escalator option allows for a reduced initial premium of £50 per month that will automatically increase by a minimum of £10 at the start of each tax year, until you tell us to stop.

The paperwork to transfer from an existing ISA or from a matured CTF is available online at [metfriendly.org.uk/transfer](https://www.metfriendly.org.uk/transfer)

Please note the maximum allowance for the Lifetime ISA is £4,000 for each tax year. If you wish to transfer more than £4K in one tax year to your Metfriendly Lifetime ISA please call us on **01689 891454**.

## Metfriendly Escalator

Each year the Metfriendly Escalator will automatically increase your monthly contributions, until you tell us to stop. This increase will take place each April starting in the following calendar year. For example, if you start your plan at £100 per month from September, and set the escalator to £10, your monthly contributions will automatically increase to £110 per month the next April, and increase by the same amount each year afterwards. You can vary, add a lump sum, stop or restart your monthly contributions at any time.

## Confirming Your Identity

In order to process your application Metfriendly will refer to Credit Reference Agencies to confirm your identity. This search will leave a 'footprint' on your credit file, which is required to record that the check has taken place. This footprint is not the same as a credit check footprint and has no negative impact on your file. Please read the following:

### ID Declaration

I understand that you will undertake a search with a Credit Reference Agency for the purposes of verifying my identity. To do so the Credit Reference Agency may check the details I supply against any particulars on any database (public or otherwise) to which they have access. They may also use my details in the future to assist other companies for verification purposes. A record of the search will be retained. Your information may be disclosed to a credit reference agency, which may keep a record of that information; and (b) the credit reference agency may disclose that information, and the fact that a search was made, to its other customers for the purposes of assessing the risk of giving credit and occasionally to prevent fraud, money laundering and to trace debtors.

## ISA Declaration & Authorisation

### I declare that:

- All cash payments made, and to be made, belong to me; **and**
- Either:
  - I am 18 years of age or over, and under 40, **or**
  - The account is being opened to receive investments from another Lifetime ISA, a defaulted Lifetime ISA subscription or a returned withdrawal after a failed first time residential purchase, **and**
- I have not subscribed, and will not subscribe, more than the overall subscription limit in total to any combination of permitted ISA types in the same tax year; **and**
- I have not made current year payments, and will not make current year payments, that exceed the Lifetime ISA payment limit; **and**
- I have not subscribed, and will not subscribe, to another Lifetime ISA in the same tax year that I subscribe to this Lifetime ISA; **and**
- I have not made current year payments to or transfers from a Help to Buy ISA, and will not make current year payments to or transfers from a Help to Buy ISA to another Lifetime ISA in the same tax year that I subscribed to this Lifetime ISA; **and**
- This declaration shall have effect for each year in which I make a payment to the account regardless of the fact there may have been a break of more than one year, **and**
- I am resident in the United Kingdom for tax purposes or, if not so resident, either perform duties which, by virtue of Section 28 of the Income Tax (Earnings & Pensions) Act 2003 (Crown employees serving overseas) are treated as being performed in the United Kingdom, or I am married to, or in a civil partnership with, a person who performs such duties. I will inform the Metropolitan Police Friendly Society if I cease to be so resident or to perform such duties or be married to, or in a civil partnership with, a person who performs such duties (not applicable if only a transfer from a matured CTF account).

### I authorise Metfriendly

- To hold my cash subscription, ISA investments, interest, dividends and any other rights or proceeds (including any Lifetime ISA government bonus) in respect of those investments and any other cash; **and**
- To make on my behalf any claims to relief from tax in respect of ISA investments; **and**
- To submit Lifetime ISA bonus claims to HMRC on my behalf; **and**
- To withhold and deduct from a balance in the ISA and to pay to HMRC any charges due on withdrawals, **and**
- To make a record in writing on behalf of the applicant where an application was not made in writing or where all original applications are not retained by Metfriendly, the account manager; **and**
- To deduct from my salary/bank account all such premiums that may be due. (If you wish to pay by Direct Debit, please call or e-mail us.)

### Declaration

- I hereby apply for the Metfriendly Lifetime ISA and accept the terms and conditions as described within the product literature and elsewhere within this application.
- I apply for membership of Metfriendly in accordance with the provisions of its Rules (unless I am already a Member) and I agree to abide by Metfriendly's Rules at all times (a copy of Metfriendly's Rules appears on [metfriendly.org.uk](http://metfriendly.org.uk) and is available in printed form upon request).

Signed **APPLICANT**

Date

Promotional Code

**IMPORTANT** – If you are the spouse or partner of a salaried police service member who will be paying your premiums via salary deduction, they must complete and sign the box below. If you are an eligible relative, work for another UK Police service or wish to pay by Direct Debit we will send you the form to complete and return to us.

I authorise my partner's contributions be deducted from my salary

Warrant/Pay No

Signed

Date

**OUR DATA PRIVACY STATEMENT** We need the information you provide in order to set up the contract between you and us. We will share your data with our mailing house partners (see our privacy notice) to send you legally required documents such as your annual benefit statement and invitation to our Annual General Meeting. Your data will only be kept for such a time needed to perform this task. Where possible we use external information to verify your identity and to keep our records up to date on home address changes. We use a third party provider to deliver our marketing emails. We gather statistics around email opening and clicks using industry standard technologies. For more information, please see our privacy notice at [metfriendly.org.uk/privacy](http://metfriendly.org.uk/privacy)

How did you hear about Metfriendly?

I am a member  Newsletter  I received a letter  Brochure stand  Intranet  Received an email

Personal recommendation  Internet search  Twitter  Facebook  I spoke to a Metfriendly representative

I saw an advert - please state which publication  Other - please state

Publication/Other

## Contact Details

Metfriendly, Central Court, Knoll Rise, Orpington, BR6 0JA

Phone: 01689 891454 Fax: 01689 891455 Metphone: 846690 Email: [info@metfriendly.org.uk](mailto:info@metfriendly.org.uk)

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**Metfriendly is a trading name of the Metropolitan Police Friendly Society Limited.**

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