

# Corporate Fee Agreement

## Parties

<b>'The Adviser'</b>	<b>Novus Wealth Management Ltd</b> Wynyard Park House Wynyard Avenue Wynyard Stockton on Tees TS22 5TB	<b>'The Client'</b>	
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## Fee Schedule

'The Adviser' agrees to provide 'The Client' with the following services at the fee specified	
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### Individual Transactions      Fee (tick all applicable services)      ✓

Commission paying products	Full commission paid by the product provider (disclosed separately) *Commission received from the product provider is payable conditionally on premiums being paid during the initial commission period which will be disclosed and if regular premiums cease or reduce, the commission already paid to us but which relates to premiums (or parts of premiums) not received will need to be repaid to the product provider. For this reason, we reserve the right to charge you a fee to compensate us for any shortfall subject to our minimum fee of £750. This will all be disclosed to you before you decide to proceed.			<input type="checkbox"/>
Regular premium pension or investment	30% - 50% of the first year's premiums, subject to a minimum fee of £750	___ %	£_____	<input type="checkbox"/>
Lump sum pension or investment	Up to 3% of the lump sum, subject to a minimum fee of £750			
	Agreed percentage charge	___ %	£_____	<input type="checkbox"/>

### Fixed Fee Option      Fee Plus VAT      VAT      Total

Fixed Fee	For the agreed work, a fixed fee of £_____	One off <input type="checkbox"/>	Per month <input type="checkbox"/>	Per annum <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	£_____	£_____	<input type="checkbox"/>
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### Additional Services      Fee Plus VAT      VAT      Total

Additional 'ad hoc' and 'bespoke' consultancy carried out by a financial planner	£250 per hour	Estimated Total Hours _____	Estimated Total Fee £_____	Yes <input type="checkbox"/>	No <input type="checkbox"/>	£_____	£_____	<input type="checkbox"/>
Wealth Management Service:	1%	of the total value of your pension and/or investment funds						<input type="checkbox"/>
<u>Examples</u> Funds valued at £100,000: Maximum monthly charge of £83.33 (£1,000 per annum) Funds valued at £500,000: Maximum monthly charge of £416.67 (£5,000 per annum)								
Financial Planning Service:	0.5%	of the total value of your pension and/or investment funds						<input type="checkbox"/>
<u>Examples</u> Funds valued at £100,000: Maximum monthly charge of £41.67 (£500 per annum) Funds valued at £500,000: Maximum monthly charge of £208.33 (£2,000 per annum)								

**Note:** The actual fees paid will vary in line with any fluctuations in the value of your investments. This means that as your investments rise in value, the corresponding percentage based fee will also rise. Conversely, should the value of your investment decrease then the corresponding percentage based fee will also decrease.

### Ongoing Small Self Administered Scheme (SSAS) Services Fee

SSAS Scheme Charges	£ _____ monthly
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**Note:** The underlying charge is primarily based upon the Net Asset Value of the scheme however can also include but is not limited to, a scheme charge, membership charge and a Data Protection charge.

### When are fees payable?

Individual Transaction or Fixed Fee:

- The fee will become due immediately after the inception of any transaction. It can be paid directly to us by the product provider by way of a deduction from the value of your investments or as a commission payment. Alternatively, we can invoice you directly.

Ongoing Services:

- The fee will become due immediately after the inception of any transaction and will be paid monthly, quarterly or annually usually in arrears. It will be paid directly to us by the product provider and will be deducted from the value of your investments.

### VAT

Where VAT is payable, this is indicated above. VAT will be levied at the prevailing rate applicable when your fee is charged.

### Important documentation

Before completing this Fee Agreement, please ensure that you have received and read the following documents:

- Information about our services
- Corporate terms and conditions of business
- Data Protection declaration

### How will the fees be funded?

(tick all applicable services)



Directly by 'The Client'

By deduction from the value of 'The Client's' pensions and/or investments funds

By commission from the product provider(s)

### Payment terms

Where necessary, we will invoice you for any fees when the work is completed. Unless specifically agreed, payment is due within 14 days. If payment is not received within 14 days, we reserve the option to charge interest on the outstanding balance, at a rate not exceeding 4% per annum over the Bank of England base rate, to be applied 14 days following the due date. Any decision to charge interest will be notified to you in writing.

### Cancellation

You may cancel any ongoing service agreement you have with us at any time, although this should be made in writing. Any ongoing fee will cease within 14 days of written notification of cancellation. We will complete any transactions or work that is in progress at that time of the cancellation, unless you do not wish us to do so. We may cancel any ongoing service agreement with you by giving you a minimum of 14 days' notice. No penalty shall be payable on any cancellation but we shall be entitled to remuneration for work undertaken prior to such cancellation. For the avoidance of doubt, if we have analysed your requirements and prepared a recommendation report on your behalf and you decide not to proceed with our recommendation, you will be liable for any initial transaction fee as detailed in this Fee Agreement, which will become immediately due.

## Acceptance to terms

- I/We have read this Fee Agreement carefully, together with the other important documentation detailed above
- I/We fully understand my/our obligations to pay the fees due
- I/We fully understand that the above fees are charged directly by 'Novus Wealth Management Ltd' and do not include any charges that may be levied by product providers or funds managers, which will be disclosed separately
- I/We agree to and accept these terms.

<b>Client 1</b>	Signature	<input type="text"/>	Name	<input type="text"/>
<b>Client 2</b>	Signature	<input type="text"/>	Name	<input type="text"/>
<b>Date</b>		<input type="text"/>		
<b>Financial Planner</b>	Signature	<input type="text"/>	Name	<input type="text"/>
<b>Date</b>		<input type="text"/>		