

[apfs] Menu of services and charges

1. Initial meeting, fact-find, assessment and verbal generic advice will be carried out at our expense
2. Agreement to proceed & sign our 'adviser charge' agreement based upon the charges and services outlined below

<u>No Advice services</u>		
	Initial charge on implementation	Ongoing charge
<u>Execution-only (via website)</u> No advice. Transacted only via www.apfs.co.uk	2% (minimum £500)	Nil
<u>'Off the page'</u> All done via website Designed for small ISA top-ups etc Limited number of risk-rated, model portfolios	2%	Nil

<u>Advice but no ongoing review service</u>		
	Initial charge on implementation	Ongoing charge
<u>Financial Advice</u> Simple product recommendation No reviews	5%	Nil

<u>Advice and ongoing review service</u>		
	Initial charge on implementation	Ongoing charge
<u>Financial Planning.</u> Up to £250,000 total invested	3%	0.75% 'Standard' Portfolio 0.95% 'APFS Select' Portfolio
<u>Wealth Management.</u> Over £250,000 total invested	2%	0.65% 'Standard' Portfolio 0.85% 'APFS Select' portfolio

<u>Service Level</u>	<u>Ongoing Adviser Charge as a percentage of funds invested</u>	<u>Conditions</u>	<u>In monetary terms</u>	<u>Service features</u>
Financial Planning Service	Between 0.75% and 0.95% p.a. of investable funds on which the ongoing service is being provided	Usually at least £75,000 investible funds	Subject to a minimum of £500 per annum. The actual amount may increase over time as the value of your investment increases.	<ul style="list-style-type: none"> • Annual review (see below for what is typically involved in a review) - meeting at our offices • Annual valuation report • Electronic Newsletter • Website access • All correspondence normally conducted electronically
Wealth Management Service	Between 0.65% and 0.85% p.a. of investable funds on which the ongoing service is being provided	£250,000 minimum investible funds	Subject to a minimum of £1,625 per annum. The actual amount may increase over time as the value of your investment increases.	<ul style="list-style-type: none"> • Annual review meeting at our offices or at clients home/office • More frequent or ad hoc reviews when required • Valuation report available half-yearly • Electronic Newsletter • Direct access to website valuation system if required • 24 hour access to primary adviser or a back-up by e-mail or text • Same service and terms to immediate Family members even if below our entry level

WHAT CONSTITUTES A REVIEW? The following identifies the typical features of a review

EXISTING BUSINESS	<ul style="list-style-type: none"> • Discuss performance and current position of investments under our servicing • Consider continued suitability / appropriateness of existing solutions • Provide and discuss overview of costs and charges in previous year • Provide and discuss the projected costs and charges and their effect over the next 12 months • Review of tax wrappers in use • Confirm if you have conducted any investments such as Cash or Stocks and Shares ISAs either directly or through another adviser • Establish if you have made any capital gains this tax year
UPDATE FROM PREVIOUS MEETING	<ul style="list-style-type: none"> • Establish if there is anything particular that you want to discuss today • Recap from last meeting and review what was agreed • Confirmation that all services have been delivered as promised • Agree agenda for today's meeting • Personal & financial circumstances updated • Note any changes in objectives/goals • Review and update previous Financial Review Report • Identify if there are any anticipated large items of expenditure in the next 12 months • Attitude to Risk reassessed • Capacity for Loss and tolerance levels reassessed • Establish if fund switches are necessary at this time
OTHER REVIEW POINTS	<ul style="list-style-type: none"> • Make / update Wills • Any inheritances since original advice • Planning for children / grandchildren (Private education / university funding) • Do you have any more money to invest • Review personal protection needs • Business owners <ul style="list-style-type: none"> - NEST - Share Protection / Keyperson • Inheritance Tax – potential concerns • Mortgage rate / terms • Private Medical / care needs • Scope for referrals