



# Relevant Life Discretionary Trust

## Guidance

We require that the AIG Life Relevant Life Insurance be put into trust before the policy is put on risk. This may be done via the Relevant Life Discretionary Trust or, alternatively, the online trust system prior to activation.

Both the employer and employee must be appointed as trustees. It may also be beneficial to appoint additional trustees. This can be anyone, for example a director or the company secretary or a family member of the employee. For single person companies with no company secretary, this can be someone from outside such as a spouse or the company's accountant or solicitor.

Signatures are required for the paper version of the trust document. In relation to the employer trustee, we would suggest the following individuals complete the trust documentation:

- if the employer is a corporate entity – a director;
- if the employer is a partnership – a partner; and
- if the employer is a sole trader – the sole trader.

## Potential Beneficiaries

So the trustees know who they should pay the benefits to, we recommend the potential beneficiaries section of the document be completed. This is not binding but in most cases will help to guide the trustees in the event of a death claim. The beneficiaries can be family members – although they can include non-family members such as a live-in partner too.

## Expression of Wishes form

The supplemental Expression of Wishes form can be used in conjunction with the Relevant Life Discretionary Trust if the employee would like the trustees to consider one or more persons from the classes of Potential Beneficiaries named in the trust form. This form is not binding on the trustees but can be used when deciding who should receive the monies from the trust fund. In the event that there is any inconsistency between the Relevant Life Discretionary Trust and the Expression of Wishes form, the Expression of Wishes form will take precedence.

The benefits under this policy will be placed into trust. We will pay any benefits to the trustees who will then distribute the benefit to the beneficiaries according to the trust.

## Once you and the other initial trustees have signed this form:

- the benefits payable under the covers included in this document will be paid to the trust and distributed to the beneficiaries of the trust by the trustees;
- the trustees can only be changed in accordance with the terms of the trust;
- beneficiaries can only be added in accordance with the terms of the trust by so specifying on an expression of wishes form;
- the trustees will manage and control the benefits that are in the trust.

## What is a Relevant Life Discretionary Trust?

A Relevant Life Discretionary Trust is a trust which places benefits such as death benefits and terminal illness benefits in trust for chosen beneficiaries. These benefits can then be distributed by the trustees to different beneficiaries, depending upon the terms of the trust.

Putting insurance, or parts of it, in trust is not right for everyone. Before completing this form, it is important to discuss your needs with your legal adviser. This trust is only suitable for AIG Relevant Life Insurance. It is not suitable for any other covers or insurance from AIG, or for business protection.

## Trusts and taxation

Life insurance policies that have been put in trust are not normally included in your estate - there should therefore be no inheritance tax to pay. It may not be necessary, therefore, to register this trust with Her Majesty's Revenue & Customs (HMRC). If this trust is part of a wider gifting programme, there may be some benefits to registering this trust with HMRC. Your adviser will be able to tell you if you should register your trust with HMRC.

The laws for gifts and trusts may change in the future. AIG Life Limited cannot be held responsible for any information given or any changes in tax provisions or legislation that may affect the policies within the trusts or the tax treatment of either the policies or the provisions of the trust or the rules applying to gifts for inheritance tax planning purposes.

## Section A: Definitions

The words in this form which begin with a capital letter have particular meanings which are set out in the table below.

Word	Definition
Additional Trustee	The person appointed by the Settlor to be a Trustee of the Trust as listed in Section C – The Declaration of Trust or such other person or persons who may be appointed as a Trustee of the Trust
Beneficiary	A Potential Beneficiary and, where clause 2(b) of Section B - The Trust Provisions apply, a Default Beneficiary
Child/Children	A child that is a: <ul style="list-style-type: none"> <li>• Natural born child of the person covered</li> <li>• Legally adopted child of the person covered</li> <li>• Stepchild of the person covered</li> <li>• Illegitimate child of the person covered</li> </ul>
Civil Partner	A person who has gone through a Civil Partnership Ceremony with the person covered and is classified as their partner under section 1(1) of the Civil Partnership Act 2004
Excluded Person	A person specifically identified in Section C - The Declaration of Trust as excluded from being a Potential Beneficiary
Incapacitated	A person who in the opinion of two medical doctors lacks mental capacity
Minor	A person considered to be under the age of consent - currently age 18 in England, Wales and Northern Ireland, and age 16 in Scotland
Named Beneficiaries	The beneficiaries named in Section C - The Declaration of Trust as the beneficiaries who may receive a benefit from the Trust under clause 2(b) of Section B - The Trust Provisions
Policy	The life assurance contract (or 'cover') that the Settlor is putting into this Trust and which is identified in Section C - The Declaration of Trust
Potential Beneficiary	The beneficiaries named in Section C - The Declaration of Trust as a beneficiary who may receive a benefit from this Trust
Settlor	The person who sets up the Trust and is identified as the 'Settlor' in Section C - The Declaration of Trust
Trust	The Trust that is set up pursuant to this Relevant Life Discretionary Trust incorporating this Section A - Definitions, Section B - The Trust Provisions, Section C - The Declaration of Trust and any amendments to these provisions
Trustees	The Settlor and the Additional Trustee or Additional Trustees or the Trustees for the time being
Trust Fund	The Policy, all the title, benefits, rights and interest of the Policy, all monies received or payable under the Policy and all property and monies added thereto by way of further settlement, accumulation of income or otherwise
Trust Period	The lifetime of the Trust which shall be up to 125 years
Trust Provisions	The provisions set out in Section B

## Section B: The Trust Provisions

We have used headings to help you understand and find particular clauses. These headings do not form part of the Trust Provisions and do not affect their meaning.

References to people involved in setting up and running the Trust in the singular can mean one or more persons. So, for example, 'Settlor' can mean one Settlor or the Settlers. If the reference is in the plural, it can also mean one person.

Wherever the Trust refers to an English legal term for any action or remedy, judicial proceeding or legal document, legal status, court official or any legal concept and the Trust is subject to the jurisdiction of a country that is not England, then if the context requires, that English legal term shall be construed to be the relevant legal term that most closely approximates it in the relevant legal system.

### 1 Declaration of Trust

The Settlor hereby assigns to the Trustees the Policy and hereby declares that the Trust Fund shall be held upon the trust and subject to the powers and provisions declared and contained in this Trust as set out in Section C - The Declaration of Trust. The Trust will operate in accordance with the Policy in place at any given time.

### 2 Power of appointment

- (a) The Trustees shall hold the income and capital of the Trust Fund upon trust for the benefit of one or more of the Potential Beneficiaries at any time during the Trust Period in the shares and on the terms as the Trustees shall in their absolute discretion appoint. All appointments shall be by deed and may be stated to be revocable or irrevocable.
- (b) If the Trustees do not exercise the discretion to appoint as stated in clause 2(a) of these Trust Provisions, the Trustees shall notify the Potential Trustees of their decision to not exercise such discretion and then shall hold the income and capital of the Trust Fund upon trust for the benefit of the Named Beneficiaries in the shares specified in Section C - The Declaration of Trust.

### 3 Payment of income and capital

- (a) The income (if any) of the share of any Potential Beneficiary who is a Minor and is entitled to benefit from this Trust shall have his or her share of the proceeds and income (if any) held in trust on their behalf until such a time that they are no longer a Minor.
- (b) Where the Potential Beneficiary is a Minor, the Trustees may pay the full or part of the income of the monies held under trust for the benefit of the Minor and for the benefit of the Potential Beneficiary, as the case may be, and in accordance with clause 10 of these Trust provisions. Such monies may only be used towards the maintenance, education or health of the Potential Beneficiary who is a Minor. Section 32 of the Trustee Act 1925 shall apply to this trust as if the words "one half of" were omitted from section 32(a)(1).

### 4 Settlor and Excluded Person unable to benefit

No power or discretion conferred on the Trustees by this Trust or by law, either expressed or implied, may be exercised so as to cause or permit any part of the capital or income of the Trust to become payable in any way for the benefit of the Settlor or, where applicable, any Excluded Person.

### 5 Irrevocability

This declaration of Trust shall be irrevocable.

### 6 Number of Trustees and power to appoint new Trustees

- (a) There must be at least two Trustees appointed at any given time one of which must be a person who is not the Settlor.
- (b) The Trustees shall be vested with the power to appoint new Trustees (such appointments must be made by deed).

## **7 Power to remove Trustees and retirement of Trustees**

- (a) A Trustee can be removed by the other Trustees where the Trustee who is being discharged of their duty is either Incapacitated or cannot be found provided that in the case of the latter:
- None of the other Trustees have been in contact with the Trustee being discharged within the preceding twelve month period;
  - The other Trustees (one or more) have made reasonable efforts to make contact with the Trustee to be discharged; and
  - The discharge is made by deed executed by all of the continuing Trustees being at least two in number including at least one who is not the Settlor and a declaration is made in such deed that all reasonable efforts were made to contact the Trustee who cannot be found and that the continuing Trustees have written to the missing Trustee's last known address without success and that they have attempted to contact the missing Trustee through all other addresses given to them during their investigation.
- (b) A Trustee may retire provided that following the Trustee's retirement, there are at least two continuing Trustees. A Trustee's retirement shall take effect from the date of the notice of retirement sent in writing to the continuing Trustees.

## **8 Power to invest**

Where monies are held by the Trustees for a period of time until distribution of the proceeds is possible, the Trustees shall have the power to invest such monies in an investment that will not be classified as a wasting asset and shall be easily accessible to enable prompt distribution when appropriate. The Trustees shall be entitled to move such monies as appropriate in order to make the investment.

## **9 Trust income**

Any income accrued in relation to the Trust shall be paid or added to the Trust Fund for the benefit of the Potential Beneficiaries.

## **10 Distribution of assets**

- (a) All Trustees must approve any distribution made under the terms of this Trust to Potential Beneficiaries.
- (b) The benefits from the Trust Fund may be paid to a Potential Beneficiary
- (c) Where the Potential Beneficiary is a Minor, the benefit may be paid to the parent, legal guardian or person with the legal capacity acting on behalf of the Minor who shall take receipt of the monies to be held for the benefit of the intended Potential Beneficiary who is a Minor and may provide a receipt in full discharge of the Trustees' duty.
- (d) The benefits may be paid to a treasurer or other person acting in an official capacity approved by the charity which has been identified as the recipient of such benefits.
- (e) The Trustees shall make a full discharge of monies payable to such person(s) under any policy forming part of the Trust. The Trustees shall pay the benefits after deducting any reasonable charges outlined in clause 11 of these Trust Provisions.

## **11 Power to charge**

- (a) A Trustee but not the Settlor engaged in a profession or business shall be entitled to charge and be paid for all professional and other charges connected with their duty to act as Trustee and distribute the benefits. This charge shall be no greater than the Trustee's normal professional charges and may include expenses incurred through administration, professional opinion or peripheral expenses. Where a Trustee is not in a profession or business, they shall be entitled to charge reasonable costs incurred in carrying out their Trustee duties.
- (b) A Trustee but not the Settlor shall be entitled to receive commission payments for professional and other services connected with their duty to act as Trustee and distribute the benefits. This charge shall be no greater than the Trustee's normal professional charges and may include expenses incurred through administration, professional opinion or peripheral expenses. Where a Trustee is not in a profession or business, they shall be entitled to receive reasonable commission payments in carrying out their Trustee duties.
- (c) A corporate body, but not the Settlor, acting as Trustee shall be entitled to charge fees in accordance with their normal professional charges for Trustee work. Such terms may be reviewed and agreed with the Settlor from time to time.

## **12 Power of appropriation**

The Trustees may appropriate any part of the Trust Fund in or towards satisfaction of the interest of any Potential Beneficiary and may for such purposes place such value on any property as they think fit.

## **13 Power to add or exclude Potential Beneficiaries**

The Trustees may add a class of persons to the list of Potential Beneficiaries and may add a person or class of persons to the Excluded Person list provided that such addition was requested in writing by all the Trustees.

## **14 Power to vary administrative provisions**

The Trustees may amend or add to the administrative provisions of this Trust provided such amendment or addition is by deed.

## **15 Power to delegate**

The Trustees may, by acting jointly, delegate any power conferred on them by this Trust to any person who provides professional services in relation to the delegated power and such person shall exercise the delegated power on such terms as they think fit. The restrictions on delegation in sections 12 to 15 of the Trustee Act 2000 shall not apply.

## **16 Liability for breach of trust**

The liability of a Trustee for breaches of the Trust shall be limited to breaches arising from the Trustee's own fraud, wilful misconduct or gross negligence except in the case of a Trustee acting in a professional capacity. The Trustees shall not be liable for the default of a person acting under a delegated power pursuant to clause 15 of these Trust Provisions provided they took reasonable care in the selection and supervision of such person.

## **17 No duty to consult**

The Trustees may exercise their powers with absolute discretion and are under no duty to consult the Potential Beneficiaries or accept instructions from any Potential Beneficiaries.

## **18 Trust Period**

The lifetime of the Trust shall be up to 125 years.

## **19 Law**

This Trust shall be governed by and construed in accordance with the laws of England and Wales.

## Section C: The Declaration of Trust

This declaration of trust is made on the

day for	month	year
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Cover reference	P
Cover type	AIG Life Relevant Life Insurance

Between

The policy owner / employer / Trustee	Full name of Policy owner / Employer	
	Full address of Policy owner / Employer	
		Postcode

And

The Life Assured / employee / 1st Additional Trustee	Full name of Life Assured / employee / 1st additional trustee	
	Full address of Life Assured / employee / 1st additional trustee	
		Postcode

2nd Additional Trustee	Full name of Trustee	
	Full address of Trustee	
		Postcode

3rd Additional Trustee	Full name of Trustee	
	Full address of Trustee	
		Postcode

## Potential Beneficiaries:

The Trustees may select anyone in the list below to receive benefits from the Trust

1. The Life Assured
2. Any widow, widower of the person covered
3. Any surviving Civil Partner of the person covered
4. Any children and any other direct descendants of the person covered
5. The parents, brothers, sisters of the person covered and the Children of the other direct descendants of the person covered
6. Any person(s) entitled under the will or intestacy of the person covered
7. Any person(s) or charity other than the person covered nominated as a Potential Beneficiary by the person covered by notice in writing to the Trustees on an expression of wishes form.
8. Any person named below

Full name of Potential Beneficiary	Share (%)
Full address of Potential Beneficiary	Postcode

Full name of Potential Beneficiary	Share (%)
Full address of Potential Beneficiary	Postcode

Full name of Potential Beneficiary	Share (%)
Full address of Potential Beneficiary	Postcode



## Named Beneficiaries

The Trustees may distribute benefits to the persons listed below pursuant to clause 2(b) of the Trust Provisions:

1st Named Beneficiary	Full name of Named Beneficiary	
	Full address of Named Beneficiary	
		Postcode
	Share (%)	

2nd Named Beneficiary	Full name of Named Beneficiary	
	Full address of Named Beneficiary	
		Postcode
	Share (%)	

## Excluded Persons:

The following persons shall be excluded from being a Potential Beneficiary notwithstanding any other provision of this Trust:

Full name of Excluded Beneficiary	
Full address of Excluded Beneficiary	Postcode

Full name of Excluded Beneficiary	
Full address of Excluded Beneficiary	Postcode

Full name of Excluded Beneficiary	
Full address of Excluded Beneficiary	Postcode

## Execution of Trust

THE SETTLOR SHOULD ENSURE HE/SHE HAS CAREFULLY READ THIS RELEVANT LIFE DISCRETIONARY TRUST DECLARATION FORM AND HAS TAKEN LEGAL ADVICE ON THE SUITABILITY AND TERMS OF THIS TRUST

### Please note

Independent Witness - please ensure that all signatures are witnessed by someone who is not the Settlor, Trustee or a Beneficiary of the Trust. The witness must be present when each person signs the document. The same person can act as witness for all signatures, or a different person can witness the signatures.

Signed as a deed by the Settlor / Employer:-

Settlor / Employer as 1st Trustee	Signature of the Settlor
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Independent Witness	Signature of Witness	Full name of Witness	
	Address		
		Postcode	Date

Signed as a deed by the Trustees:-

Employee / Life assured / person covered as 1st Additional Trustee	Signature of the Trustee
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I, the above named Trustee, acknowledge and accept the appointment as Trustee

Independent Witness	Signature of Witness	Full name of Witness	
	Address		
		Postcode	Date

2nd Additional Trustee	Signature of the 2nd Additional Trustee
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I, the above named Trustee, acknowledge and accept the appointment as Trustee

Independent Witness	Signature of Witness	Full name of Witness	
	Address		
		Postcode	Date

3rd Additional Trustee	Signature of the 3rd Additional Trustee
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I, the above named Trustee, acknowledge and accept the appointment as Trustee

Independent Witness	Signature of Witness	Full name of Witness	
	Address		
		Postcode	Date

### Appointment of a company as a Trustee

To be used where a Trustee is a company

Signed as a deed for and on behalf of:-

Name of Trustee company	
Signature of Director	
Signature of Director / Secretary	
Date	

The above named Trustee acknowledges and accepts the appointment as Trustee.

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AIG Life Limited. Telephone 0345 600 6820. Registered in England and Wales. Number 6367921. Registered address: The AIG Building, 58 Fenchurch Street, London EC3M 4AB.

AIG Life Limited is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. The registration number is 473752.

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