

Fee schedule for private clients

How will you pay for our Service?

We always charge fees in a transparent way for the professional services we provide. Normally these fees are paid by you direct to County, but it may also be possible for fees to be deducted from certain types of investment. Where this latter option is available, your adviser will discuss this with you and agree the right approach for your own circumstances.

We will discuss your payment options at our initial meeting. We will not charge you until we have agreed with you how we are to be paid and the fee agreement will be completed and signed by both parties in confirmation.

Depending upon the advice service we provide, we will also tell you if VAT is likely to be payable on our fees.

Initial Meeting

The initial meeting of approximately one hour will be at our offices in Beaconsfield and will always be at our expense and without any obligation on either party. This meeting is an opportunity to find out more about you and your financial aspirations. We will also provide more information about our company and hope to demonstrate how we may be able to help you achieve your financial objectives.

Following this first meeting we will write to you with an engagement letter describing the specific services we will provide and how our fees will be charged. Our fees are charged for three separate activities: advice, implementation and on-going review and support.



Advice

Comprehensive Financial Planning is our premier advice service for which we charge on a fixed fee basis. There are four stages to this process; analysis and the creation of a financial model from the information you will provide; financial analysis meeting and report, considering your present position in relation to your future objectives; creation of a financial plan based on our lifetime cashflow modelling; strategy meeting, which is an interactive session to agree the plan and make specific recommendations for the achievement of your financial goals. We will provide you with a quotation for the fee for this service after taking into account the complexity of the work involved.

Alternatively, an **Advisory Service** fee will be charged on a fixed fee basis for work you commission us to carry out on your behalf, which does not include a comprehensive financial plan. The level of fee will depend both on the complexity of the work involved and the level of expertise required. We will confirm the advice service we will be able to provide and cost in an engagement letter sent soon after the initial meeting, but before carrying out any work on your behalf.

Our advice fee is payable on completion of the advice activity, although you may wish to pay the fees at stages throughout the process if this is more convenient to you. If we do not carry out any transactional activity, this advice fee is the only one you will make. Our fees are ordinarily settled by payment of our invoice but, on occasion, if we go on to transact a financial product, we may agree that the fee will be deducted from the product itself.

Fee schedule for private clients *(continued)*

Hourly Fees

Not only do we believe that the most transparent way of charging for our advice service is by way of fees based on an hourly rate, but we also believe that the range of tasks required in any advice process should be remunerated according to the skills and expertise required.

The following are our hourly fee rates:

| | |
|---------------------------------------|---------------|
| Chartered/Certified Financial Planner | £130 per hour |
| Financial Adviser | £100 per hour |
| Mortgage Adviser | £85 per hour |
| Paraplanner | £80 per hour |
| Administrative and technical support | £60 per hour |

From the outset we will always indicate the total fee we are likely to charge. For work which has a high degree of complexity, we may agree to base our fee on an hourly rate.

Implementation

Investments and Pensions

In addition to the advice fee, we will also charge a transaction fee for arranging an agreed product. The transaction fee will vary depending on the type and complexity of the transaction.

Where we are providing a purely transactional service, the transaction charge will also include the cost of our advice for the particular product. The cost will reflect the work carried out and the chart opposite shows examples of our typical transaction charges.



| Service or transaction | Typical charge |
|--|----------------|
| Comprehensive Financial Plan | £1,250 |
| Individual Savings Accounts (ISA) | £400 |
| Open Ended Investment Company (OEIC) or Investment Trust | £400 |
| Discretionary Investment Portfolio | £600 |
| Onshore Bond | £400 |
| Offshore Bond | £550 |
| Children's Savings Plan | £300 |
| Purchased Life Annuities | £500 |
| Self Invested Personal Pension (SIPP) | £900 |
| Personal Pension/Stakeholder | £500 |
| Small Self Administered Scheme (SSAS) | £2,000 |
| Annuity Purchase (Depending on the fund size) | £750 |
| Pension Drawdown | £1,500 |
| OPS Pension Transfer Analysis | £1,000 |

VAT will be charged in addition where applicable

Protection

Whilst we charge fees in respect of the majority of investment products that we arrange for our clients, our implementation fee for arranging protection policies such as term and mortgage protection assurance, permanent health insurance, critical illness insurance, family income benefits and private medical insurance can be covered by the commission from the product provider. This is subject to a minimum transaction fee of £500 and we will always disclose to you the precise amount of commission to be paid before you make an application.

Inheritance Tax Planning

Where a transaction arises from an inheritance tax review and strategy, it will usually involve an investment product written in Trust. These are more complex and time consuming transactions and typical advice and transaction costs, including the cost of life assurance written in Trust, would be as follows:

| Transaction | Minimum charge |
|-----------------------------|----------------|
| Discounted Gift Arrangement | £1,500 |
| Gift and Loan Arrangements | £1,500 |
| Whole of Life in Trust | £750 |

Fee schedule for private clients *(continued)*



There may be certain situations in which it would be necessary for us to charge a transaction fee on a different basis from that shown in the schedule above. If this is the case, we will explain the reasons for this and confirm the charge in the engagement letter. The transaction fee can, if you prefer, be paid by the product provider deducting the fee from the amount of the investment when the transaction is implemented on your behalf. However, there are occasions where this is not possible when we will advise you at outset.

Home Finance (Mortgages)

We will source mortgages for you from mortgage products available for intermediaries and also those available to borrowers direct from a lender.

We will receive commission from the lender where a mortgage is successfully implemented. This is known as a Procuration Fee.

We will in addition charge Service Fees made up of:

- A Minimum Service Fee of £300 (VAT exempt)
- A Further Service Fee up to a maximum of £300 (VAT exempt)

Our Further Service Fee is only payable where the commission that we receive from the lender and the Minimum Service Fee of £300 do not cover our total accrued hourly charges and will be a maximum of £300 or the total of any outstanding hourly accrued charges, whichever is lower.

Our Minimum Service Fee of £300 is payable on submission of an Agreement in Principle and this is non-refundable.

In the event that you decide not to proceed with a mortgage application after we have provided advice and/or made an application to a lender upon your instructions, we reserve the right to charge you our Minimum Service Fee of £300 (VAT exempt).

On-going Review and Support

Advice Service Reviews

For our **comprehensive financial planning** service we automatically offer and strongly recommend an annual review of the plan and strategy.

Other clients will be able to select the level of on-going service appropriate to their financial aspirations, which are broadly categorised 'advisory' or 'transactional' services. The **advisory** service will anticipate regular, if not annual, reviews.

Our **transactional** service does not include an automatic review process, but we would be happy to review your financial requirements at your request.

Reviews will be charged at our hourly fee rate, but can also be met by an additional annual fee based on the value of investments under review. A typical cost is £400+VAT.

Investment reviews

These fees are invariably met by an annual fee based on the value of investments under review which is normally deducted directly from the investment portfolio.

- For our bespoke **discretionary** investment service, which is where we have appointed a discretionary manager, the fund based fee includes the opportunity for an annual meeting with your discretionary fund manager without additional charge.
- For non **discretionary** investment portfolios, where there is no discretionary manager and individual fund(s) comprise the portfolio, the fund based fee will provide the opportunity for a review of the particular investment product with your financial adviser at these offices.

Typically our charges range between 0.2% and 0.5% p.a. For example, for an investment fund of £100,000, the annual charge will range from £200 to £500. The charge will reflect the changing value of the investment fund.