

Small Self-Administered Scheme

Platinum SSAS

Payment Authorisation Form

Please sign, date and return this form to:

InvestAcc Platinum

5th Floor, 4 Exchange Quay
Salford Quays
Manchester
M5 3EE

Alternatively, you can email a scanned copy to: platinumssas@investacc.co.uk

Please use **BLOCK CAPITALS** only and blue or black ink, ticking boxes where appropriate.

If you would like a copy of this, or any other item of our literature, in large print, Braille or audio format, please contact us on 0345 25 05 610 or by email at platinumssas@investacc.co.uk.

Digital signatures or electronic signatures

You may be able to complete this form and sign it without the need to print it out, if you have the free Adobe Acrobat Reader with the 'fill and sign' option, which allows you to add a signature. Note that this must clearly be your actual signature, not a handwriting font or similar. We reserve the right to refuse applications or to ask for evidence of signature, such as that on a driving license or passport, or to obtain a traditional wet signature.

1. SSAS details

Scheme Name
SSAS workcode

2. Payee

Name of payee	
Bank name	
Account name	
Sort code	Account number
Reference identifier (optional)	

Please indicate by **placing a tick** in one of the boxes below which payment service you require:

- Payment to be made by Faster Payment
 Payment to be made by CHAPS
 Payment to be made by BACS

Please note, if you do not specify a method of payment our default method is Faster Payment.

3. Reason for payment

Please provide brief details as to the reason for the payment, e.g. property expense, transfer of funds to an investment account, benefits payment, professional fees, etc.

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4. Amount of payment

Amount net of VAT	£ <input type="text"/>
VAT (if applicable)	£ <input type="text"/>
Total	£ <input type="text"/>

5. Member approval

X

Signature	Date
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Capacity SSAS member(s)
Name(s)

Form to be signed by member trustee(s).

6. Important notes

1. We accept no liability or responsibility for any actions caused by any delays in payment or as a result of carrying out your instructions as set out in this form.
2. Additional charges may be incurred if there are insufficient funds in the relevant SSAS bank account to meet the payment.
3. Invoices must be addressed to the relevant SSAS.
4. Payments are made on the strict understanding that there will be no rebates, directly or indirectly related to the payment, to the member(s) or anyone connected with the member(s). Failure to adhere to this requirement may jeopardise the tax-exempt approved status of the SSAS.
5. The person authorising this payment cannot be, or be connected to, the payee, for any payment other than a benefit payment.
6. A scanned copy of this form may be acceptable at our sole discretion.
7. CHAPS payment. The bank guarantees to make the payment by same-day transfer and will charge a CHAPS fee for this service.
8. Faster Payment. As long as the receiving bank or building society uses Faster Payments too, and the amount is within the limit, then the payment will arrive almost immediately (though sometimes it can take up to 2 hours). *Please note that the maximum amount that can be sent by Faster Payments is determined by the bank and is currently £250,000 for BoS and £1m for Barclays (although individual banks may impose lower limits). If you select Faster Payments or do not specify the payment method and the amount to be sent is above the Faster Payments limit, payment will be sent by CHAPS.
9. BACS payment. BACS is a three-day payment transfer, with funds crediting the beneficiary's account on the third working day.

For Office Use Only

Processed by	Date
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Checked by	Date
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Authorised by	Date
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Notes



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