

**keyfacts**®

# KEY FEATURES OF THE NFU MUTUAL GROUP PERSONAL PENSION PLAN



**NFU Mutual**  
INSURANCE | PENSIONS | INVESTMENTS

The Financial Conduct Authority is a financial services regulator. It requires us, NFU Mutual, to give you this important information to help you decide whether our Group Personal Pension Plan is right for you. You should read the document carefully so that you understand what you are buying, and then keep it safe for future reference. You should also read the illustration provided.


To start a Group Personal Pension Plan, you must currently be employed by an employer who already has an NFU Mutual Group Personal Pension Scheme that was in existence before 6 April 2001.

This Key Features Document is intended to give you a brief explanation of the most important features of the Group Personal Pension Plan. The full terms and conditions are in the policy document. If you'd like a sample copy of these, please ask your NFU Mutual Financial Adviser or contact us direct.


It's important that you also read our fund guide entitled 'Your guide to our funds' provided with this Key Features Document (also available on our website [nfumutual.co.uk](http://nfumutual.co.uk)).

#### **How to contact us**

If you have any queries:

 call us on 0800 622323. Our telephone lines are open on weekdays from 9.00am to 5.00pm.

We may record telephone calls for training, monitoring or security purposes.

 write to us at: NFU Mutual, Customer Service (Financial Services), Avon House, Ryon Hill Park, Warwick Road, Stratford-upon-Avon, Warwickshire CV37 0UY

We'll always send you a personalised copy of the policy document when we've set up your Group Personal Pension Plan.

## **We are here to help**

If you'd like this document in large print, braille or audio, just contact us.

If you're hard of hearing or deaf, or you have difficulty with your speech, you can contact us by using the Relay UK app on your smartphone or tablet, or by dialling 18001 before our number on your textphone.

We're committed to supporting our customers, whatever your circumstances or needs we're here to help.

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## WHO SHOULD BUY THIS PRODUCT?

- The Group Personal Pension Plan is designed for people who need to build up a pension fund in a tax-efficient manner. Your employer must already have an NFU Mutual Group Personal Pension Scheme.

## ITS AIM

- To build up a fund in a tax-efficient way which you can use to buy pension benefits.

## YOUR COMMITMENT

- To make lump sum payment(s) and/or regular payments. If you and/or your employer reduce or stop payments it will reduce the pension benefits you get and the likelihood of you meeting any target pension benefits.
- To tell us immediately if you move abroad.
- For you and your employer: to review your payments regularly as your earnings change.
- To regularly review your fund choice.
- To tell us immediately if you leave your employer.

## RISKS

### When you can take your pension benefits

- Currently, you can take money out of your pension fund at any time from age 55, or earlier if you are in poor health. The minimum age at which you can take your pension benefits will rise to 57 in 2028.

### What you might get back

- Your money is invested in whichever of our funds you choose. Our fund guide gives details of the funds currently available. Our funds have different levels of risk and most of them invest in the stock market. Fund values can go up and down, so there's a risk you could get back less than the amount you invest.

- Your pension benefits aren't guaranteed, and may be lower than your illustration shows if:
  - you and/or your employer stop or reduce regular payments
  - our investment performance is lower than we illustrated
  - the cost of converting your fund into a pension income is higher than we've assumed in your illustration
  - you take your pension benefits earlier than the date shown on your illustration
  - our charges increase
  - tax rules change.
- The Government will take into account any pension benefits you access from this plan when assessing whether you are entitled to means tested benefits such as Pension Credit.

## About tax

- The tax treatment depends on the individual circumstances of each customer and may be subject to change in future. Please read the section '**What about tax?**' for more information.
- There are limits on how much you can pay into your plan each year. If you go above these limits you might not get tax relief, or you might have to pay a tax charge. You'll find more details under '**How much can I pay into my plan each tax year?**' and '**What about tax?**'.
- If you have substantial pension funds you may have registered with HMRC for Enhanced Protection (before 6 April 2009) or Fixed Protection 2012 (before 6 April 2012) or Fixed Protection 2014 (before 6 April 2014) or Fixed Protection 2016 (after 5 April 2016). If you have one of these four types of protection it may allow you to take a larger tax free lump sum from your pensions. Paying money into your pension will not impact this protection. Please ask your NFU Mutual Financial Adviser for more details.

## QUESTIONS AND ANSWERS

How do pensions work?



**What is the Group Personal Pension Plan?**

- It's a plan that helps you save for your retirement in a tax-efficient way.
- The Group Personal Pension Plan isn't a Stakeholder Pension Scheme as it doesn't meet the criteria set by the UK Government regarding minimum contributions, charges, and terms and conditions that stakeholder pensions must comply with. Stakeholder Pension schemes are generally available and may meet your pension needs as well as this scheme. If you are unsure if this product is right for you, refer to the section '**Is this product right for you?**'.

**Who can take out a Group Personal Pension Plan?**

- You can take out a Group Personal Pension Plan if you're between 18 and 75 and UK resident for tax. Your employer must already have an NFU Mutual Group Personal Pension Scheme.

**Who can pay into a Group Personal Pension Plan?**

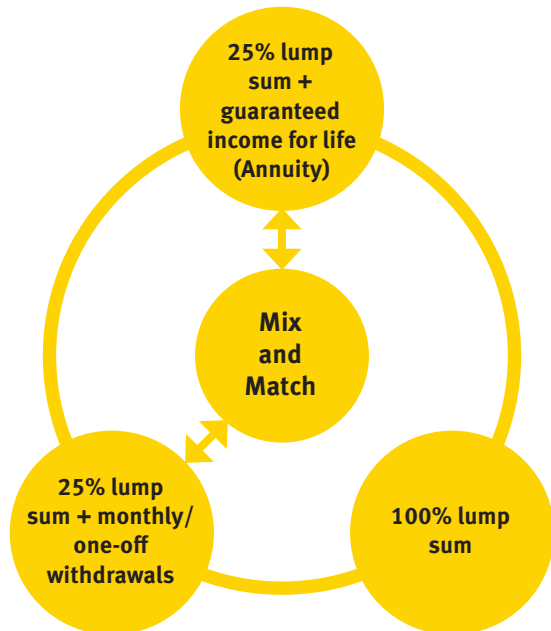
- You and/or;
- Your employer.

**How flexible is it?**

- You and your employer can make lump sum and/or regular payments.
- You can start, stop and restart regular payments, or change the amount, at any time. Reducing or stopping your payments will reduce the pension benefits you get and the likelihood of you meeting any target pension income.
- Your plan can accept transfers from another pension. You must ask for advice from an NFU Mutual Financial Adviser if you're thinking of doing this.
- You can change your investment choice between our different funds.
- You can change your chosen pension date at any time – however, if you invest a lump sum, start or increase a regular payment or switch into the With-Profits Fund, the new pension date you choose must be at least five years after the date we make the change. Please refer to the fund guide for more information about the With-Profits Fund.

### What choices will I have when I take my pension benefits?

- There are three main options as to how to use your accumulated pension fund at age 55 or later:



- Use all your pension fund to buy a guaranteed taxable income for the rest of your life – this is known as an annuity. Alternatively, take up to a quarter of your pension fund tax-free and receive a smaller taxable income.
- 100% lump sum – Take a quarter of your pension fund tax-free and take all of the remainder as a single lump sum, which will be taxed as income at your marginal rate. You will need to plan how you will provide an income for the rest of your life.
- Flexible access – Take up to a quarter of your pension fund tax-free and re-invest the remainder to give it a chance to grow, although it could go down in value too. You can take one-off or monthly withdrawals which will be taxed as income at your marginal rate.
- Alternatively, take a mix and match approach for example an immediate lump sum and an annuity later.
- You don't have to stop working or retire to take your pension benefits.
- You might be able to take your pension benefits earlier than age 55 if you have to retire because of ill health.

- If you don't want to take your pension benefits by age 75, you can transfer all your plan value to another pension which allows the benefits to be taken after age 75.
- We'll remind you about your pension benefit choices nearer the time.

### What might I get when I take my pension benefits?

- Your illustration shows what you might get back. The amount you get back isn't guaranteed.
- If you haven't received an illustration, or you want an alternative personalised one, please call us on 0800 622323. Or you can write to us at the address given under the section 'How to contact us' shown later on.

### How much can I pay into my plan each tax year?

- There's no minimum amount you must pay.
- You can only pay into your plan until you reach age 75.
- You can pay in up to £3,600 no matter what your income.
- If you earn more than £3,600 you can pay in as much as you earn each year.
- HM Revenue and Customs set a yearly limit, called the annual allowance, that you can pay into your pension and get tax relief. This includes payments that you or your employer pay into any pension plans you have. The annual allowance for the 2024/25 tax year is £60,000. In certain circumstances, this amount will reduce to £10,000 for example if you have taken a taxable withdrawal from your fund.
- If your income is over the 'threshold income' of £200,000 your annual allowance could be reduced. This is known as the tapered annual allowance. If your 'adjusted income' (broadly total taxable income plus employer pension contributions) exceeds £260,000, the annual allowance falls by £1 for every £2 above the limit until the minimum allowance of £10,000 is reached.
- If you don't pay your full annual allowance into your plan in one tax year you can carry it forward for up to 3 tax years.

- Please speak to your NFU Mutual Financial Adviser if you want more information about how the workings of the annual allowance, tapered annual allowance and carry forward rules may affect you.

### What about tax?

- You currently get tax relief on your payments into the plan at basic rate.
- If you are UK resident for tax, we'll claim any UK basic rate tax relief for you from HM Revenue and Customs, even if you're not a taxpayer. At the current basic tax rate of 20%, for each £100 paid into your plan, we'll collect £80 from you and £20 tax relief from HM Revenue and Customs.
- If you are a Scottish taxpayer, we will claim basic rate tax relief at the Scottish rate of 20%.
- If you are a Welsh taxpayer, we will claim basic rate tax relief at the Welsh rate of 20%.
- If you're a higher rate taxpayer, you can claim extra tax relief through your tax return.
- We're not responsible for monitoring your payment levels, but we do have to tell HM Revenue and Customs about them.
- You don't get tax relief on payments made by your employer. Your employer may be entitled to tax relief as a business expense.
- The plan grows free of capital gains tax and pays no UK income tax on income received.
- Your pension income will be taxed as earned income.
- In most cases, you can take 25% of your pension fund as a tax free lump sum. The maximum tax-free cash you can take across all your pensions is £268,275 unless you have registered for Lifetime allowance protection.

If you think this might affect you, please speak to your NFU Mutual Financial Adviser.

- The Lifetime allowance (LTA) was abolished on 5 April 2024. It was replaced by new rules that instead limit tax-free lump sum payments on death. There are no limits on any funds used to provide a taxable pension income. If you have taken any benefits before 6th April 2024 these need to be taken

into account. You should discuss this with your NFU Mutual Financial Adviser who can provide further information.

- If you die after age 75, death benefit payments will normally be subject to income tax.
- The Government may change the tax treatment in future.

### How do I make payments?

- You must tell your employer how much you want to pay.
- Your employer deducts this directly from your net salary and then pays it to us with their own payment.

### Will my regular payments be set up to increase automatically each year?

- No – so it's very important that you and your employer regularly review the amount you pay as your earnings increase.

### How are my payments invested?

- We'll invest your payments in the funds you choose. You'll find details of our funds in the fund guide.
- You choose the funds which match your requirements. You can change your choice at any time.
- For lump sum payments, you must invest at least £500 in each fund you choose.
- The Group Personal Pension Plan is unit-linked. Put simply this means we divide each fund into units. Each payment you make buys a number of units in the funds you've chosen.
- Each fund has a unit price which we calculate each working day. We calculate the unit price for any day using the value of investments held by the fund at close of business that day.
- We'll work out your plan's value by multiplying the total number of your units in each of your funds by the fund's unit price. If unit prices go up and down, so will your plan's value.
- The value of units in the With-Profits Fund depends on any bonuses added. Our fund guide gives more details about how our With-Profits Fund works.

### **Can I change my investment choice?**

- There are 2 ways you can do this:
  - you can make one-off switches from one fund to another. You can make up to 4 fund switches in each policy year without charge. Each subsequent fund switch within the policy year will be charged at £100. A policy year is 12 months from the start date of your plan, and each following year beginning on the anniversary
  - you can change where your future payments are invested.
- We'll cash in units in your existing fund and buy units in your new fund using unit prices that apply for the day we receive your written instructions at our registered office.
- You must keep at least £500 in any fund you choose.
- We can delay your fund switch for up to 3 months. If you're switching from a fund that includes investments in property, we can delay the fund switch for up to 12 months.

### **Can I transfer my plan?**

- You can transfer the whole value of your plan to another pension scheme at any time. If you do this, your plan with us will end.
- We can delay your transfer for up to 3 months. If you've invested in a fund which includes property investments, we can delay the transfer for up to 12 months.

### **How will units be cashed in when I take my pension benefits or transfer my plan?**

- If you take your pension benefits from us we'll cash in units in your fund(s) using unit prices on the date you start taking them. This date can't be before you've completed all the forms we need, which we'll send you at the time.
- If you transfer your plan value to another provider, we'll cash in units in your fund(s) using the unit prices on the date we receive all the required forms from the other provider.

### **What happens to my plan if I leave my employer?**

- Your employer cannot pay into your plan after you leave.
- You can keep making payments into the plan but you must pay them from your own bank account instead of having them taken from your salary.
- At the time you leave your employer, you can increase your payments to the amount both you and your employer were paying in.
- You can't at a later date increase the amount you pay.
- If you reduce the amount you pay, you won't be able to increase it again.
- If you decide to stop paying into the plan, you won't be able to start making payments into it again.

### **What happens to my plan if I die before taking my pension benefits?**

- If you die before taking your pension benefits, we'll pay the plan's value at the date of your death as a lump sum. Please see the section **What about tax?** for more information.

### **What are the charges?**

#### **Charges paid directly from the funds**

- We charge for managing your plan and the investment funds. We take money from the funds to pay:
  - the costs of buying and selling assets in the funds
  - any tax due on those assets
  - any fees, levies and other charges we have to pay to operate and manage the fund.

#### **Advice charge**

- The annual charge includes the cost of advice and the consultancy services provided to your employer. Financial advice is provided by NFU Mutual Select Investments Limited.
- Your illustration shows how much the commission and remuneration charges amount to for arranging your plan. Rather than being a separate deduction, this amount is included within the charges mentioned below.



## Payment charge

- There is a charge of up to 5% on all payments into the plan. The actual charge depends on the amount of your and your employer's total gross payment, according to the table below:

Monthly Payments	Payment Charge
Less than £400	5%
£400 - £799	4%
£800 - £1,199	3%
£1,200 or more	2%

Yearly Payments	Payment Charge
Less than £4,800	5%
£4,800 - £9,599	4%
£9,600 - £14,399	3%
£14,400 or more	2%

Lump Sum Payments	Payment Charge
Less than £4,800	5%
£4,800 - £9,599	4%
£9,600 - £14,399	3%
£14,400 or more	2%

- Only monthly or yearly payments that started on or after 1 January 1998 are taken into account. For monthly payments to have a payment charge of less than 5%, they must be made in full for the plan year.

## Annual charge

- Over the course of each year, for the life of your plan, we take a charge of 0.625% out of the value of the units in your plan.
- For With-Profits, we'll allow for these charges and expenses when we decide how much bonus we may be able to add.
- We may change the payment charge and the annual charge if the cost of managing your plan changes. This could happen, for example, if there are changes to:
  - administration costs
  - taxation
  - regulation
  - the law
  - fund management costs.

- The maximum payment charge is 5%.  
The maximum annual charge we can make is 1.5% a year, but we're not currently charging this much. We'll give you 30 days advance notice if we change the payment charge or the annual charge.

- There may be additional fees or charges depending on the fund(s) you choose and the assets they invest in. The effect of these fees or charges, which may change over time, will be reflected in your illustration.

- Your illustration shows our charges and the effect they have on reducing the value of your plan over its lifetime.

## Can I change my mind?

- You'll have 30 days to change your mind about your plan. We'll write and tell you when the 30 days starts.
- You can cancel within the 30 days and have your money back, but you could get back less than you've invested. This could happen if you've invested a lump sum and the value of your investment falls.
- If you're transferring funds into this plan from another pension scheme, you'll have 30 days to change your mind before we ask the transferring scheme to send us your fund.
- If you change your mind after the transfer is made, there's no guarantee they'll accept your funds back, or that we'll return the full amount to them if your investment has fallen.

- If you change your mind, write to us at the address given under '**How to contact us**'.


- If you don't cancel within the 30 days, your plan will continue as set out in these key features and your policy document.

## How can I check how my plan is doing?


- We'll send you a statement every year, shortly after the anniversary of your plan's start date. This will show the value of your plan and how much you've paid into it since your last statement.
- You can contact us for information about your plan's value. You can also visit our website to check unit prices, [nfumutual.co.uk](http://nfumutual.co.uk)

## How to contact us

- If you want to:
  - cancel your plan within the first 30 days
  - change your regular payments
  - get information about your plan's value
  - take your pension income, or make any other claim
  - change your chosen pension date
  - change your investment choice
  - transfer to another pension plan
  - ask any other questions

 call us on 0800 622323. Our telephone lines are open on weekdays from 9.00am to 5.00pm. We may record telephone calls for training, monitoring or security purposes.

Or

 write to us at:  
NFU Mutual - Operations  
(Financial Services)  
Avon House  
Ryon Hill Park  
Warwick Road  
Stratford-upon-Avon  
Warwickshire  
CV37 0UY

## Making a complaint

- If you need to make a complaint, please write to us or call us on 0800 622323, as indicated above, and we will do all we can to resolve the complaint to your satisfaction.
- If you're not satisfied with our response to a complaint, you can contact:

The Financial Ombudsman Service (FOS)  
Exchange Tower  
London  
E14 9SR  
0800 023 4567  
[www.financial-ombudsman.org.uk](http://www.financial-ombudsman.org.uk)
- Making a complaint won't affect your legal rights.

## OTHER INFORMATION

### Law and language used

- Under English law, people making contracts can choose which law applies. The law of England will apply to this plan, unless you've agreed otherwise with us before it starts.
- Your Group Personal Pension and all our other communications with you will be in English.

### Compensation

- If NFU Mutual is unable to pay claims because of financial difficulties, you may qualify for compensation from the Financial Services Compensation Scheme.
- You can contact the Financial Services Compensation Scheme for further details, on 0800 678 1100 or 020 7741 4100 or [www.fscs.org.uk](http://www.fscs.org.uk).


### About NFU Mutual


- NFU Mutual is The National Farmers Union Mutual Insurance Society Limited. It's a registered company that's limited by guarantee, which means its capital isn't divided into shares. Its Head Office is in the United Kingdom of Great Britain and Northern Ireland, situated at:

Tiddington Road  
Stratford-upon-Avon  
Warwickshire  
CV37 7BJ

- NFU Mutual's main business is providing financial services and general insurance. It's authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority and is entered on their register under number 117664. You can contact the Financial Conduct Authority as follows:

 Consumer helpline: 0800 111 6768

 12 Endeavour Square  
London  
E20 1JN  
[www.fca.org.uk](http://www.fca.org.uk)

 [consumer.queries@fca.org.uk](mailto:consumer.queries@fca.org.uk)

### **Our Mutuality**

- We are a Mutual company, which means we have no shareholders.
- We aim to pass on the benefits of mutuality to our financial services customers, by low charges and personalised service.
- In the unlikely event of de-mutualisation, any windfall payment arising from the policy you're taking out would be paid to The NFU Mutual Charitable Trust, instead of to you.

### **Financial strength**

- To find out more about our financial strength you can read our "Solvency and Financial Condition Report" at [nfumutual.co.uk/about-us/company-information](http://nfumutual.co.uk/about-us/company-information).

### **Your policy document**

- This key features document gives you a brief explanation of the most important features of the Group Personal Pension Plan. It's based on our understanding of current law and tax practices, which can change.
- The full terms and conditions are in the policy document. If you'd like a sample copy of this, please ask your NFU Mutual Financial Adviser, or contact us as explained under '**How to contact us**'. We'll always send you a personalised copy of this when we've set up your plan.

### **Is this product right for you?**

- If you're unsure if this product is right for you, please speak to your NFU Mutual Financial Adviser. Financial advice is provided by NFU Mutual Select Investments Limited. NFU Mutual Financial Advisers advise on NFU Mutual products and selected products from specialist providers. They will explain the advice services and charges.

### **Value for money**

- All pension providers have to appoint an independent committee to represent the interests of members of workplace pension schemes. NFU Mutual appointed ZEDRA Governance Ltd to establish a Governance Advisory Arrangement (GAA). More information about ZEDRA Governance Ltd is available from their website [zedra.com](http://zedra.com). The GAA is independent of NFU Mutual.
- The main role of the GAA is to assess the ongoing value for money for pension scheme members, and raise with NFU Mutual any concerns it may have. For the full terms of reference of the GAA, and its annual report, please refer to our website [nfumutual.co.uk](http://nfumutual.co.uk). This also gives you details of how you are able to make your representations on any aspect of your pension policy to the GAA.









[nfumutual.co.uk](https://www.nfumutual.co.uk)



**NFU Mutual**

The National Farmers Union Mutual Insurance Society Limited (No. 111982).  
Registered in England. Registered office: Tiddington Road, Stratford-upon-Avon, Warwickshire CV37 7BJ.  
Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority  
and the Prudential Regulation Authority.  
To find out more about how we use your personal information and your rights, please go to the  
Privacy Policy on our website.

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