

Deed of Appointment and/or Retirement of Trustees

GENERAL NOTES

Advice

Before completing this deed we recommend you to seek advice from your own legal and financial advisers to ensure it is suitable for you.

Completing this Deed

*Please complete this deed in ink or by typewriter. Please use block capitals (except for signatures) and always give full names. Please do **not** use correction fluid.*

Witnesses

*Each person's signature **must** be witnessed by an independent adult.*

Deletions

*If you want to alter this deed by making deletions to it, you **must** make the deletions before the deed is signed and you **must** make sure that each deletion is initialled by all the trustees (including the settlor).*

NOTES TO COMPLETE THIS DEED

- 1. Date** Insert the date on which the deed is completed. Do **not** backdate or forward-date this deed.
- 2. Policy** Insert the policy number.
- 3. Insurance Company** Insert the name of the insurance company shown in the policy document.
- 4. Appointer** Insert the full name and address of each person who has the power to appoint New Trustees, eg the creator of the trust or the trustees. The trust may describe the person or persons who have this power.
- 5. Existing Trustee** Insert the full name and address of each person who is an Existing Trustee of the Trust.
- 6. New Trustee** Insert the full name and address of any person who will become a New Trustee of the Trust. The total number of trustees normally allowed is four. The minimum is normally two.
- 7. Retiring Trustee** Insert the full name and address of any person who is retiring as a Trustee of the Trust. The number of trustees should not reduce below two.
- 8. Deceased Trustee** Insert the full name and address of each Trustee who has died. Please supply the death certificate, unless you have already done this.
- 9. Signatures** The signatures must be witnessed. Each living party should sign and insert their full name and address in the presence of a witness who should also sign and insert their full name and address.

After completing this Deed

This deed, or a copy, **must** be sent immediately to Aviva so that the changes made by it can be recorded. The original deed should be held in a safe place with the policy document.

Every effort has been taken to ensure that the form of this deed and the related printed documentation are legally sound but Aviva and its representatives cannot accept any legal responsibility for any error or loss however caused.

Deed of Appointment and/or Retirement of Trustees

THIS DEED OF APPOINTMENT AND/OR RETIREMENT OF TRUSTEE(S) is made on

20

(See note 1.)

by the Appointer and the Trustees named below.

(See note 2.)

(See note 3.)

Whereas Policy numbered

issued by

is held in trust by the Existing Trustees.

ACCORDINGLY WHERE RELEVANT

1. In exercise of the power of appointment and of every other relevant power (statutory or otherwise) the Appointer appoints the New Trustees to be Trustees of the trust together with the remaining Existing Trustees.
2. The New Trustees consent to this appointment.
3. The Retiring Trustees retire and are discharged as Trustees under the trust.
4. The remaining Existing Trustees and the Appointer consent to this retirement.
5. The Existing Trustees and the Retiring Trustees assign the policy to the New Trustees and the remaining Existing Trustees.

In this deed the singular includes the plural (and vice versa) where the context so admits.

Appointer (See note 4.)

Existing Trustees (See note 5.)

New Trustees (See note 6.)

Retiring Trustees (See note 7.)

Deceased Trustees (See note 8.)

IN WITNESS the parties have set their hands to this deed on the day and year mentioned above.

(See note 9.)

Signed and Delivered
as a Deed

Signature

Full name
(block capitals)

In the presence of:

Witness' signature

Full name and address
(block capitals)

Signed and Delivered
as a Deed

Signature

Full name
(block capitals)

In the presence of:

Witness' signature

Full name and address
(block capitals)

Signed and Delivered
as a Deed

Signature

Full name
(block capitals)

In the presence of:

Witness' signature

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(block capitals)

Signed and Delivered
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Full name
(block capitals)

In the presence of:

Witness' signature

Full name and address
(block capitals)

Signed and Delivered
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Full name
(block capitals)

In the presence of:

Witness' signature

Full name and address
(block capitals)

Signed and Delivered
as a Deed

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Full name
(block capitals)

In the presence of:

Witness' signature

Full name and address
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Witness' signature

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In the presence of:

Witness' signature

Full name and address
(block capitals)

Signed and Delivered
as a Deed

Signature

Full name
(block capitals)

In the presence of:

Witness' signature

Full name and address
(block capitals)

Signed and Delivered
as a Deed

Signature

Full name
(block capitals)

In the presence of:

Witness' signature

Full name and address
(block capitals)

Aviva Life International Limited, trading as Aviva, is authorised and regulated in Ireland by the Financial Regulator and also authorised by the Financial Services Authority. The Financial Services Authority rules and regulations are made under the Financial Services and Markets Act 2000. If the company should become unable to meet its liabilities, the Financial Services Compensation Scheme will protect the eligible policyholder of an Aviva Life International Limited bond who is habitually UK resident at the time the contract commences.
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