



AF5 FACT-FIND – June 2021

You are a financial adviser authorised under the Financial Services and Markets Act 2000 (FSMA). You completed the following fact-find when you met Julie Simons.

PART 1: BASIC DETAILS

| | Client 1 | Client 2 |
|-------------------|------------------|----------|
| Surname | Simons | |
| First name(s) | Julie | |
| Address | Leeds | |
| Date of birth | 01.03.1971 | |
| Domicile | UK | |
| Residence | UK | |
| Place of birth | Manchester | |
| Marital status | Divorced | |
| State of health | Good | |
| Family health | Good | |
| Smoker | No | |
| Hobbies/Interests | Running, cycling | |

Notes:

Julie has recently finalised her divorce from her ex-husband, Peter. She has agreed a financial settlement with Peter and the divorce has been settled amicably.

Julie has appointed you to review her finances, following the divorce, as she wishes to ensure that the monies she has received from the divorce settlement are managed appropriately. Julie did not take any financial advice during the divorce process.

PART 2: FAMILY DETAILS

Children and other dependants

| Name | Relationship | Age | Health | Occupation | Financially dependent? |
|--------|--------------|-----|--------|------------|------------------------|
| Oliver | Son | 13 | Good | N/A | Yes |
| Noah | Son | 11 | Good | N/A | Yes |

Notes:

Julie and Peter have two children. They have agreed to joint custody of the boys, but they will continue to live with Julie in the former family home. Peter will pay monthly maintenance of £1,000 per month until Noah is 18 in 2028.

| PART 3: EMPLOYMENT DETAILS | | |
|--|---------------------------|-----------------|
| Employment | Client 1 | Client 2 |
| Occupation | Marketing Manager | |
| Job title | | |
| Business name | Helva Services Ltd | |
| Business address | | |
| Year business started | | |
| Remuneration | | |
| Salary | £45,000 (gross) per annum | |
| State Pensions | | |
| Overtime | | |
| Benefits | | |
| Benefits-in-kind | | |
| Pension Scheme | See Part 11 | |
| Life cover | See Part 8 | |
| Private Medical Insurance | N/A | |
| Income Protection Insurance | N/A | |
| Self-Employment | | |
| Net relevant earnings | | |
| Accounting date | | |
| Partnership/Sole trader | | |
| Other Earned Income | | |
| | | |
| Notes: | | |
| <p>Julie has worked for her current employer, Helva Services Ltd for 15 years. Julie has also worked for the past 10 years on a part-time basis for her ex-husband's printing company, WPQ Printing Ltd as the company secretary until she ceased work last month. She was receiving a salary of £10,000 per annum (gross). This is a Limited Company which was passed to her husband from his late father.</p> <p>Julie owns 20% of the shares in WPQ Printing Ltd and the remainder of the shares are held by her ex-husband, Peter. Julie has received an annual dividend of £5,000 from the shares for the past few years. Julie has agreed with her ex-husband as part of the divorce settlement that she will retain the shares and pass these to the boys in 2028 once Noah attains age 18.</p> | | |
| Previous Employment | | |
| | Client 1 | Client 2 |
| Previous employer | | |
| Job title | Marketing Executive | |
| Length of service | 14 years | |
| Pension benefits | See Part 11 | |
| Notes: | | |
| <p>Julie transferred her deferred pension benefits from her former employer into her current employer's workplace pension scheme. See Part 11.</p> | | |

PART 4: OTHER PROFESSIONAL ADVISERS

| | Client 1 | Client 2 |
|-------------------|-------------------|----------|
| Accountant | Fawsley & Co | |
| Bank | Access Bank | |
| Doctor | Dr Knowles | |
| Financial Adviser | | |
| Solicitor | Henson Davies LLP | |
| Stockbroker | | |
| Other | | |

Notes:**PART 5: INCOME AND EXPENDITURE****Income**

| | Client 1 | | Client 2 | | Joint | |
|---------------------------|--------------|---------------|--------------|---------------|--------------|---------------|
| | Monthly £ | Annually £ | Monthly £ | Annually £ | Monthly £ | Annually £ |
| State Pensions | | | | | | |
| Pensions/Annuities | | | | | | |
| Salary (gross) | | 45,000 | | | | |
| Maintenance | 1,000 | | | | | |
| Benefits-in-kind | | | | | | |
| Savings income (interest) | | 1,300 | | | | |
| Rental (gross) | | | | | | |
| Dividends | | 7,680 | | | | |

Notes:

Julie's salary is from Helva Services Ltd although she was receiving an additional income of £10,000 per annum (gross) from her ex-husband's printing company, WPQ Ltd until a month ago. This has now ceased.

Julie is receiving a monthly maintenance payment of £1,000 from her ex-husband to support the two boys.

Julie's dividend income is derived from a company dividend from WPQ Printing Ltd as well as dividends from her AIM shares and the Stocks and Shares ISA. The income from the Stocks and Shares ISA is currently reinvested.

| | Client 1 | Client 2 |
|---------------------|----------|----------|
| Income Tax | £ | £ |
| Personal allowances | | |
| Taxable income | | |
| Tax | | |
| National Insurance | | |
| Net Income | | |

Notes:

Expenditure

| Household Expenditure | Monthly £ | | | Annually £ | | |
|-------------------------------------|-----------|----------|-------|---------------|----------|-------|
| | Client 1 | Client 2 | Joint | Client 1 | Client 2 | Joint |
| Mortgage/Rent | | | | | | |
| Council tax | 183 | | | | | |
| Buildings and contents insurance | | | | 350 | | |
| Gas, water and electricity | 140 | | | | | |
| Telephone | 50 | | | | | |
| TV licence and satellite | 60 | | | | | |
| Property maintenance | | | | 1,500 | | |
| Regular Outgoings | | | | | | |
| Life assurance (see Part 8) | | | | | | |
| Health insurance (see Part 9) | | | | | | |
| Savings Plans (see Part 10) | | | | | | |
| Car tax, insurance and maintenance | | | | 980 | | |
| Petrol and fares | 120 | | | | | |
| Loans | | | | | | |
| School fees | | | | | | |
| Childcare | | | | | | |
| Further education | | | | | | |
| Subscriptions | | | | | | |
| Food, drink, general housekeeping | 1,200 | | | | | |
| Pension contributions (see Part 11) | 150 | | | | | |
| Other Expenditure | | | | | | |
| Magazines and newspapers | | | | 208 | | |
| Entertainment | | | | 750 | | |
| Clubs and sport for Noah and Oliver | 150 | | | | | |
| Spending money | 500 | | | | | |
| Clothes | | | | 2,000 | | |
| Other (Holidays) | | | | 4,800 | | |
| Total Monthly Expenditure | 2,553 | | | | | |
| Total Annual Expenditure | 30,636 | | | 10,588 | | |
| Total Outgoings | | | | 41,224 | | |

Do you foresee any major/lump sum expenditure in the next two years?

Notes:

Julie is not planning any major expenditure over the next two years, but she wishes to make sure she has sufficient income to meet her needs and the needs of the children until they reach age 18.

PART 6: ASSETS

| | Assets | Client 1 £ | Client 2 £ | Joint £ | Income (Gross) £ |
|----|--|---------------|---------------|------------|------------------------|
| 1. | Main residence | 400,000 | | | |
| 2. | Contents/car | 50,000 | | | |
| 3. | Current account | 15,000 | | | 0 |
| 4. | Deposit Savings Accounts – various | 200,000 | | | 1,200 |
| 5. | Cash ISA – Instant Access | 40,000 | | | 100 |
| 6. | Stocks and shares ISAs – UK Cautious Multi-Asset funds | 120,000 | | | 2,160 |
| 7. | Individual Shareholdings – AIM shares (various) | 65,000 | | | 520 |
| 8. | Shares in WPQ Printing Ltd | 85,000 | | | 5,000 |

Notes:

Julie is currently holding the cash settlement of £200,000 from her divorce spread between a range of Deposit Savings accounts with different banking institutions. These are all variable rate accounts and earning low rates of interest. This payment was made to Julie to offset any rights to Peter's pension entitlement as part of the financial settlement for the divorce.

The ownership of the family home has been transferred to Julie's sole name. This is mortgage-free.

Peter had a portfolio of AIM shares which has been transferred to Julie as part of the divorce settlement. These shares had a base cost when purchased by Peter of £30,000. They have all performed well and Peter is keen for Julie to retain these and pass them to the boys in her Will to maintain the Inheritance Tax-efficiency of these holdings.

Julie has invested on a frequent basis in ISA holdings and has built up a portfolio of UK Cautious Multi-Asset funds. The income from these ISA holdings is currently reinvested into new units within the same funds. Julie has not made any ISA contributions for the current tax year.

PART 7: LIABILITIES

| Mortgage Details | Client 1 | Client 2 | Joint |
|----------------------------|-----------------|-----------------|--------------|
| Lender | | | |
| Type of mortgage | | | |
| Amount outstanding | | | |
| Start date | | | |
| Term/maturity | | | |
| Monthly payment | | | |
| Interest rate | | | |
| Life policies (see Part 8) | | | |

Notes:

Julie does not have a mortgage.

| Other Loans | Client 1 | Client 2 | Joint |
|--------------------|-----------------|-----------------|--------------|
| Lender | | | |
| Type of loan | | | |
| Amount outstanding | | | |
| Start date | | | |
| Term/maturity | | | |
| Monthly payment | | | |
| Interest rate | | | |
| Payment protection | | | |

Notes:

Julie has no outstanding loans or debts.

Other Liabilities (e.g., tax)**Notes:**

PART 8: LIFE ASSURANCE POLICIES

| Life/Lives assured | Ownership | Sum assured £ | Premium £ | Term | Start date | In trust? | Surrender Values £ |
|--------------------|-----------|---------------|-----------|------|------------|-----------|--------------------|
| Julie | Employer | 135,000 | N/A | N/A | 2006 | Yes | N/A |

Notes:

Julie has a death-in-service plan with her current employer. This will pay a lump sum of 3 x basic salary on her death whilst in service. Julie does not believe that she has nominated a beneficiary for this plan.

PART 9: HEALTH INSURANCE POLICIES

| Type | Life Covered | Current Sum Assured £ | Start Date | Term/Review | Deferred Period | Premium £ |
|------|--------------|-----------------------|------------|-------------|-----------------|-----------|
| | | | | | | |

Notes:

Julie was covered by a comprehensive company Private Medical Insurance plan through her ex-husband's company. She is no longer an employee of the company so cannot receive this benefit although Noah and Oliver are still covered until they are aged 18, as a child benefit via Peter.

Julie has the option to purchase individual cover from the same insurer without further underwriting. She has asked for your views on the merits of this.

PART 10: REGULAR SAVINGS

| Type | Company | Ownership | Fund | Amount Saved £ | Sum Assured | Maturity Date | Current Value £ |
|------|---------|-----------|------|----------------|-------------|---------------|-----------------|
| | | | | | | | |

Notes:

Julie is not making any regular savings following the divorce.

PART 11: PENSION DETAILS**Occupational pension scheme**

| | Client 1 | Client 2 |
|-------------------------------|----------|----------|
| Member of employer's scheme | | |
| Type of scheme | | |
| Date joined | | |
| Retirement age | | |
| Pension benefits | | |
| Death benefits | | |
| Dependant's benefits | | |
| Contracted-in/out | | |
| Contribution Level (employee) | | |
| Contribution Level (employer) | | |
| Fund type | | |
| Fund value | | |

Notes:

Julie has no occupational pension schemes.

Additional Voluntary Contributions (including free standing additional voluntary contributions).

| | Client 1 | Client 2 |
|-----------------|----------|----------|
| Type | | |
| Company | | |
| Fund | | |
| Contribution | | |
| Retirement date | | |
| Current value | | |
| Date started | | |

Notes:

Julie has no Additional Voluntary Contributions.

Personal Pensions

| | Client 1 | Client 2 |
|-----------------|---|-----------------|
| Type | Group Personal Pension | |
| Company | Assure Life | |
| Fund | UK FTSE-100 Tracker (50%) UK Corporate Bond fund (50%) | |
| Contributions | 5% employer/5% employee | |
| Retirement date | Age 67 | |
| Current value | £160,000 | |
| Date started | 2006 | |

Notes:

Julie has only limited pension savings at present and is concerned that she will be unable to retire at age 60 as she had originally planned. Julie has asked you to look into this and recommend a strategy that will enable her to retire as close to age 60 as possible.

Julie's existing employer workplace pension plan is invested in a UK FTSE-100 Tracker fund and a UK Corporate Bond fund. She does not monitor the performance of the pension plan and has never changed the fund allocation since it was set up.

The plan is currently nominated for Peter, her ex-husband, as Julie has not yet contacted the Pension Trustees to notify them of her divorce.

Julie transferred the value of her former employer pension scheme into the Assure Life scheme a few years ago to reduce the administration in her pension arrangements.

Previous pension arrangements

| | Client 1 | Client 2 |
|--------------------|-----------------|-----------------|
| Employer | | |
| Type of scheme | | |
| Date joined scheme | | |
| Date left | | |
| Current Value | | |

Notes:**State Pension**

| | Client 1 | Client 2 |
|---------------|-----------------|-----------------|
| State Pension | | |

Notes

Julie has never checked her State Pension entitlement but assumes that she will have full entitlement as she has always worked full-time.

PART 12: INHERITANCES

| Wills | Client 1 | Client 2 |
|-----------------------------|-----------------|-----------------|
| Do you have a current Will? | Yes | |

Notes:

Julie's Will has not been changed since her divorce. This currently leaves her entire estate to Peter but in the event of his death, the estate is left to the two boys in equal shares.

Julie and her ex-husband set up Lasting Powers of Attorney for both Property and Financial Affairs and Health and Welfare some years ago. These were registered with the Office of the Public Guardian and appoint each other as their Attorney. These have not been amended following the divorce.

| Trusts | Client 1 | Client 2 |
|--------------------------------------|-----------------|-----------------|
| Are you a beneficiary under a trust? | No | |
| If yes, give details | | |
| Are you a trustee? | | |
| If yes, give details | | |

Notes:

| Gifts | Client 1 | Client 2 |
|---|-----------------|-----------------|
| Give details of gifts made and received | None | |

Notes:

| Inheritances | Client 1 | Client 2 |
|---|-----------------|-----------------|
| Give details of any inheritances expected | None | |

Notes:

Julie's parents are both alive and in good health. She does not expect to receive any inheritances from them for the foreseeable future.

PART 13: ATTITUDE TO RISK

What level of risk are you prepared to take to achieve your financial objectives?

Notes:

Julie has completed a full risk-profiling assessment and has been identified as a medium to high-risk investor although she acknowledges that her capacity for loss has reduced following the divorce.

Julie is interested in investing in an ethical manner but is currently more concerned with improving her investment returns as she is planning to retire at age 60. She has advised you that her ethical views should be taken into consideration but are not the most important factor for her. Julie is keen to understand if her current investments follow any ethical guidelines so she can make an informed decision on this issue.

PART 14: BUSINESS RECORDS**Compliance**

| | | |
|--------------------------|------------|--|
| Date fact-find completed | 19.05.2021 | |
| Client agreement issued | | |
| Data Protection Act | | |
| Money laundering | | |

| | | |
|-------------------|--|--|
| Dates of meetings | | |
|-------------------|--|--|

Marketing

| | | |
|---------------|--|--|
| Client source | | |
| Referrals | | |

Documents

| | | |
|--------------------------------|--|--|
| Client documents held | | |
| Date returned | | |
| Letters of authority requested | | |

Notes:**PART 15: OTHER INFORMATION**