



DEED OF APPOINTMENT AND/OR RETIREMENT OF TRUSTEE(S)

If a client (or the Trustees after the death of a Settlor) wish to add or remove Trustees from their existing Trust(s) a legal Deed needs to be executed. Please complete this form in full and Solidus will draft an appropriate Deed and have it verified by their legal partner.

Please note that all continuing, new and retiring Trustees will need to sign the Deed. A separate Deed is required for each Trust that requires Trustee changes. If the client has more than one Trust with the same Trustees then you may use this form for all Trusts. If there are multiple Trusts with different Trustee set-ups we would suggest you use a different form for each Trust for clarity.

In order to prepare the Deed(s) we will need:

- Application form completed in full and signed by both the client and adviser.
- A copy of the signed Trust(s) *if these are in our secure storage facility we can retrieve these.
- A signed copy of any Deeds of Appointment/Retirement executed previously for the Trust(s).
- A copy of the death certificate for any Trustees who are deceased.

Please return this application to:

By post:

Solidus IEP Ltd, Premier House,
1-5 Argyle Way, Stevenage,
SG1 2AD

By email:

applications@solidustrusts.co.uk

Please note if the application is not fully and clearly completed it may cause delays.

Solidus Client Reference:

Number of Deeds required:

Trust name(s)

SETTLOR(S)

Settlor 1

Title

Full name

Insert date of death if relevant

Settlor Deceased?

 / /

Settlor 2

Title

Full name

Insert date of death if relevant

Settlor Deceased?

 / /

Address

OR

Address details unchanged from current planning (please select if applicable)

TRUSTEES

If the Settlers are Trustees, we recommend there are **two** additional Trustees. If the Settlers are not Trustees we recommend there are at least three and a maximum of four Trustees. Family members over the age of 18, peers or family friends are typically used.

Overseas Trustees - Please note that before appointing an overseas resident Trustee they should take advice from a local solicitor or accountant to ensure there are no adverse tax or reporting requirements.

EXISTING TRUSTEES

If the Settlor is also a Trustee then write Settlor 1/2 on the first line

Existing Trustee 1

Title

Full name

Address

Postcode

Please select relevant box

Insert date of death if relevant

Continuing Retiring* Deceased

 / /

Existing Trustee 2

Title

Full name

Address

Postcode

Please select relevant box

Insert date of death if relevant

Continuing Retiring* Deceased

 / /

EXISTING TRUSTEES (continued)

Existing Trustee 3

Title

Full name

Address

Postcode

Please select relevant box

Continuing Retiring* Deceased

Insert date of death if relevant

 / /

Existing Trustee 4

Title

Full name

Address

Postcode

Please select relevant box

Continuing Retiring* Deceased

Insert date of death if relevant

 / /

** Please note that Retiring Trustees will be required to sign the final Deed. If this will not be possible (due to lack of capacity or if they cannot be traced) please contact us before submitting the application form and ensure this is highlighted in the Notes section. It may be possible for the Settlor or Continuing Trustees to remove or replace the Trustee but only if there are express powers in the Trust deed or statutory provisions that can be used (e.g. s36 of the Trustee Act 1925)*

NEW TRUSTEE(S)

New Trustee 1

Title

Full name

Address

Relationship to
Settlor

Postcode

D.O.B.

New Trustee 2

Title

Full name

Address

Relationship to
Settlor

Postcode

D.O.B.

New Trustee 3

Title

Full name

Address

Relationship to
Settlor

Postcode

D.O.B.

NEW TRUSTEES (continued)

New Trustee 4

Title

Full name

Address

Relationship to
Settlor

Postcode

D.O.B.

NOTES

Continue on additional page if required

DATA PROTECTION STATEMENT

Solidus IEP Ltd ("**Solidus**") is totally committed to full compliance with the requirements of the General Data Protection Regulations ("**GDPR**") and the Data Protection Act and will follow procedures which aim to ensure that all employees and legal and professional partners, who have access to any personal data held by or on behalf of Solidus, are fully aware of and abide by their duties under GDPR.

Solidus, in respect of its business purpose, needs to collect and use information from Licensees and their referred clients in order to operate and carry out its function. This information is handled and dealt with properly however it is collected, recorded and used and whether it is held on paper or within computer data records.

CLIENT AUTHORISATION

I/We hereby instruct Solidus to draft the relevant documentation and acknowledge that Solidus will instruct their legal partners to review the drafted documentation. I/We agree to pay the costs even if I/we fail to complete the planning.

For the purpose of compliance with Data Protection Laws, I/we consent to Solidus holding my/our personal details, together with those of all parties named in my/our planning. These details will only be used by Solidus for the purpose of this planning and will never be sold to or shared with third parties for the purpose of marketing.

Following the completion of this planning, I/we authorise Solidus or their legal partners to contact me/us directly if there is a requirement which I/we, or the Trustees, need to be made aware of.

Print Name	<input type="text"/>
Signature	<input type="text"/>
Print Name	<input type="text"/>
Signature	<input type="text"/>
Date	<input type="text"/>

ADVISER'S CONFIRMATION

As the Financial Adviser to the above Client(s) I understand that I am responsible for the advice, signing and witnessing of the documentation.

I agree to all aspects of the planning being reviewed by Solidus' legal partners if required.

Please prepare the documentation under existing law and I accept Solidus' Terms of Engagement which are available in the Licensee area of their Website.

Sending this application form via email, with or without signature, also constitutes my agreement to the above terms.

Print Name	<input type="text"/>
Signature	<input type="text"/>
Date	<input type="text"/>