

Partial Transfer form

Please fill in this form if you want to transfer part of your Defined Contribution (DC) pension pot to another pension scheme (the Receiving Scheme).

Please note, to use this form, you must be an active member of the HSBC Bank (UK) Pension Scheme (the Scheme). If you're a deferred member, please contact the HSBC Administration Team if you want to transfer your DC pension pot out of the Scheme.

Title (Mr/Mrs/Miss/Ms/Other)		Employee ID number	
First name(s)			
Surname			
Group Company			
National Insurance number		Date of Birth	
Daytime phone number			
Email address			
Home address			

You can transfer a specific amount in pounds (£) or a percentage of your DC pension pot.

Your transfer details

I wish to transfer £ OR % of my DC pension pot to the Receiving Scheme*

Please note:

- if your DC pension pot is invested in one of the three Targeted Investment Strategies, we will disinvest proportionately from each of the funds your DC pension pot is currently invested in.
- if your DC pension pot is invested in Freechoice funds, please complete the table on the next page. Please show the fund(s) from which the transfer is to be paid. If you don't complete this section, we will disinvest proportionally across all the Freechoice funds your DC pension pot is currently invested in.
- equal proportions of employer contributions and member contributions will be disinvested. For example: John has £100,000 in the Flexible Income Strategy option - 70% of which is in respect of his contributions and 30% of which is in respect of his employer's contributions. He then chooses to transfer £50,000 out of this option. This would mean that £35,000 of the transfer value would be in respect of his contributions and the remaining £15,000 in respect of his employer's contributions.
- if you list more than one fund on the next page, unless you tell us the amount in £ or % of the total amount that you want to disinvested from each fund, the amount/percentage will be deducted in broadly equal amounts from each fund.

Please turn to next page.

DC fund <small>Please continue on a separate sheet if required</small>	Amount in £, or %* of the total amount you wish to transfer

*Please state an amount in pounds (£) or a percentage, but not both. If you state an amount in pounds, the actual amount paid may be slightly less or slightly more depending on the market movements between the effective date of the unit price used for assessing the number of units to be sold, and the date the units are actually sold.

Details of Recipient Pension Arrangement

Name of Recipient Pension Arrangement	
Address	
Daytime phone number	

Things to consider

1. The chosen Receiving Scheme must be a registered pension scheme or a qualifying recognised overseas pension scheme under the Finance Act 2004. (Please note that some transfers to such overseas schemes may be subject to a 25% overseas tax charge.) For more information, visit the HM Revenue & Customs website at www.hmrc.gov.uk
2. The transfer will be subject to the preservation requirements of the Pension Schemes Act 1993.
3. The Trustee, your employer or the Principal Employer can't give you advice on transferring your DC pension pot. If you're at all uncertain about transferring your DC pension pot, it is recommended that you talk to an Independent Financial Adviser (IFA). You can find a local IFA by visiting <https://www.moneyhelper.org.uk/en/pensions-and-retirement/taking-your-pension/find-a-retirement-adviser>. Alternatively, if you are aged 50 or over you can access free and impartial guidance about your defined contribution pension options via Pension Wise, a service provided by the MoneyHelper at www.moneyhelper.org.uk.
4. The Trustee reserves the right to deduct any tax charges due on the transferred amount.
5. Partial transfers are permitted only at the discretion of the Trustee and the Principal Employer. You may take a maximum of one partial transfer in any 12-month-period.

As this is a separate sheet, please print your name here.	Print name	
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My declaration to the Trustee of the HSBC Bank (UK) Pension Scheme

1. I wish to transfer part of my DC pension pot to a Receiving Scheme, as shown on this form.
2. I understand that once the requested transfer has been made, my rights under the Scheme to benefits based on my contributions or the value of my DC pension pot will be reduced. I understand that for further information on the effect of the transfer on my rights under the Scheme I should contact the relevant HSBC Administration Team; contact details for whom can be found below.
3. I understand that the Trustee will no longer be liable for benefits relating to the transferred amount, nor any claims and related costs in respect of the transferred amount.
4. I confirm that I have informed my spouse/civil partner and/or dependants that any survivors' benefits from the Scheme may be affected by the requested transfer.
5. I confirm that I have taken appropriate independent financial advice regarding this request or, in the absence of such advice, I confirm that I am content to rely on my own judgement and have not relied on, or been influenced by, the Trustee, my employer or the Principal Employer in making this decision.

Data protection statement

When completing this form, you will be providing us with personal information about you (and, where applicable, other individuals). This information is known as 'personal data' and the processing of personal data is protected under data protection laws. For the purpose of those laws, the Trustee of the HSBC Bank (UK) Pension Scheme is a "data controller" and is responsible for meeting the legal requirements in relation to the processing of that personal data.

The Trustee needs to process this personal data in order to comply with its legal obligations to provide benefits as well as complying with the legal requirements governing the operation of pension schemes. In doing so, the Trustee may need to disclose personal data provided to such third parties and professional advisers (including administrators, actuaries and lawyers) as they consider appropriate.

A copy of the Trustee's privacy notice, which explains in detail how the Trustee processes personal data, is available at the following website <https://futurefocus.staff.hsbc.co.uk/privacy-statement>. Alternatively, if you would like to receive a hard copy of the notice, please contact the HSBC Administration Team using the details in this form.

Signed:		Date:	
Full name in CAPITAL LETTERS			

If you are a DC member, when completed, this form should be returned to the HSBC Administration Team at WTW
The HSBC Administration Team,
WTW,
Sunderland,
SR43 4JU
Phone: 01737 227 575
Email: hsbcpension@wtwco.com

Web: <https://futurefocus.staff.hsbc.co.uk/>

If you are a hybrid member, when completed, this form should be returned to the

HSBC Administration Team at Equiniti:
HSBC Bank (UK) Pension Scheme
PO Box 5227
Lancing
BN99 9FN
Phone: 0371 384 2631
Email: HSBCHybridPensions@equiniti.com

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