



**FEE AGREEMENT**

This agreement is made between i2 Retirement & Financial Planning Limited ‘the firm’ and \_\_\_\_\_ ‘the client’ signing below and supersedes any previous Client Fee Agreement made with the firm.

This agreement sets out the basis on which the firm charge for their services and should be read in conjunction with our:

- Service Proposition to Private Clients
- Client Agreement for Investments and Insurance

**It is agreed that:**

1. The client is engaging the firm to provide independent advice in order to review their financial circumstances, make enquiries and liaise as necessary with any product providers and provide a written report which will outline the recommendations.
2. The firm will act in accordance with the terms set out in the Service Proposition to Private Clients and Client Agreement for Investments and Insurance when advising, recommending and arranging products for the client.
3. The firm have discussed the Service Proposition to Private Clients and Client Agreement for Investments and Insurance and have agreed with the client how the firm is to be paid for the services provided. The payment option agreed is ticked below:

**I have chosen for the firm to be remunerated by**

<input type="checkbox"/>	Payment of a fee
<input type="checkbox"/>	Payment by commission (or product charges)
<input type="checkbox"/>	Payment by a combination of commission and fee

**FEE ONLY OPTION**

the clients have chosen the fee only payment option and agreed to pay a fee of \_\_\_% of the total funds to be advised on for advice and services provided by the firm. This fee is payable within 28 days of the submitted invoice to the client’s address.

As well as receiving the fee from the client, the firm may be paid a commission from the product provider when a recommended product has been purchased by the client.

However this commission will be reimbursed to the client by the firm by any combination of:

1. offsetting the fee payable by the commission paid; or

2. increasing the client's investment amount; or
3. refunding the commission to the client

The client agrees to pay this fee for the advice regardless of whether or not they proceed with the recommendation given by the firm.

There is no refund of this fee in any circumstances

**PAYING BY COMMISSION ONLY**

The client has chosen the commission only payment option and agreed for the firm to be paid a commission by the product provider.

In the event the client does not proceed with the arranging of the recommended product, the client agrees to pay a fee of £\_\_\_\_\_ to the firm for the administration duties involved in the advising process. In the event that commission is clawed back from the product provider, for whatever reason, the client agrees to reimburse the amount of commission clawed back.

**PAYING BY A COMBINATION OF COMMISSION AND FEE**

The client agrees that the firm can receive a commission from the product provider; and

The client agrees to pay the firm a fee of \_\_\_\_%, within 28 days of the submitted invoice to the client's address.

The client agrees to pay this fee for the advice regardless of whether or not they proceed with the recommendation given by the firm.

1. A refund of fees is at the discretion of i2 Retirement & Financial Planning Limited
2. Should any further chargeable work be required outside of this fee agreement the firm will issue a new agreement so that no misunderstanding can arise.
3. The client is not entitled to assign or transfer this agreement.

**Termination**

This agreement may be terminated at any time without penalty, by either party, subject to any outstanding fees having been paid in full. Termination should be placed in writing by either party.

For and on behalf of i2 Retirement & Financial Planning Limited which is authorised and regulated by the Financial Services Authority under registration number 457952.

Name \_\_\_\_\_ Signed \_\_\_\_\_  
For and on behalf of **i2 Retirement & Financial Planning Limited**

Date \_\_\_\_\_

I, the client agree to the content of this agreement and to pay for the services provided by **i2 Retirement & Financial Planning Limited** as set out in this agreement.

Name \_\_\_\_\_ Signed \_\_\_\_\_

Date \_\_\_\_\_