



WHAT CONSTITUTES A REVIEW

The following identifies typical features in a financial review

UPDATE FROM PREVIOUS MEETING	<ul style="list-style-type: none"> • Establish if there anything particular that the client(s) wish to discuss • Update Personal & financial circumstances (Financial Review & ESG Questionnaires) • Recap last review & record any changes in objectives/goals • Reassess/Update & confirm Attitude to Risk, Capacity for loss & Tolerance for loss levels of client
EXISTING BUSINESS	<ul style="list-style-type: none"> • Provide information on current valuations; • Evaluate the client's tax standing (such as Bed and ISA, Pension contributions); • Breakdown of Ex-Post Disclosure costs for file and provide to client if requested; • Provide client with Ex-Post disclosure; • Contemporaneous notes on agreed course of action (changes or no changes), revised illustrations, fund fact sheets, research, application if required; • Periodic Suitability Report or Confirmation of Ongoing Service letter; • New Client Agreement, where new initial adviser fees are being charged or there has been a change to the Ongoing Service being provided; • Provide client with Ex-Ante disclosure cost on request;
OTHER REVIEW POINTS	<ul style="list-style-type: none"> • Any inheritances since original advice? <ul style="list-style-type: none"> - Planning for children or grandchildren; - Private education or University funding. • Does the client intend to add any more money to existing investments? • Pension requirements; • Inheritance Tax – potential concern? • Long Term Care needs? • Wills - made & up to date? • Review Personal/Family Protection needs including expiring policies; • Business owners: <ul style="list-style-type: none"> - Auto Enrolment; - Share Protection / Key Person / Relevant Life. • Mortgage clients: <ul style="list-style-type: none"> - Mortgage rate / terms; - Expiring / under review; - Protection; - Private Medical.