Key features of the Zurich International Portfolio Bond

Helping you decide
This important document gives you a summary of the Zurich International Portfolio Bond. Please read this with your illustration, before you decide to invest, and keep it for future reference.
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The Zurich International Portfolio Bond

The Zurich International Portfolio Bond (the plan) is provided by Zurich Life Assurance plc (Zurich), a company incorporated in Ireland and a member of the Zurich Group. It enables you to choose from a wide range of funds and deposit accounts with the potential for investment growth while providing a high level of flexibility. The plan is a unit-linked insurance contract and you can choose from a non-qualifying whole of life version that offers an element of life cover, or a capital redemption version with a fixed term of 99 years. Your adviser will help you decide if this plan is right for you and which permitted assets to invest in.

Its aims

**What this plan is designed to do**

- Increase the value of the money you invest over the medium to long term.
- Enable you to invest as part of a tax-planning strategy.
- Provide a high level of flexibility and investment choice.
- Allow you to take an income, if you choose.

Risk factors

**What you need to be aware of**

- The value of your plan can go down and you may get back less than you invested.
- The level of risk and potential investment performance depend on the permitted assets you choose.
- Changes in exchange rates between currencies could reduce your plan value.
- Some permitted assets may take time to buy or sell, for instance those that are not priced daily. This means there may be a delay when acting on your trading instructions.
- Some permitted assets available through this plan may not be covered by any compensation scheme. See the ‘Compensation’ section on page 13.

Please read Your investment choice, and the relevant fund prospectus for specific fund risks – these are available from your adviser.

Your commitment

**What we ask you to do**

- Seek ongoing financial advice. If you don’t, your decisions may not be appropriate. You should seek advice before you make changes to your plan and whenever your circumstances change.
- Ensure you are satisfied that you understand the important aspects of your plan and the permitted assets you choose, especially the associated risks and charges.
- Let us know if you become resident outside the UK for tax purposes.
- Invest for at least five years.
- Ensure there is enough money in your transaction account to cover charges and withdrawals. See ‘What is the transaction account?’ section on page 7.
- Ensure that your choice of assets does not make your plan a personal portfolio bond, as defined by the Personal Portfolio Bond (Tax) Regulations 1999.
Other documents you should consider reading

This document gives you key information about the plan. If you want more detail on specific points, please read the following documents. We have highlighted where they are relevant throughout this document.

### Zurich International Portfolio Bond – Your investment choice
Provides details of the type of investment choices available, also investment risks and the investment objectives of the insured funds.

### Zurich International Portfolio Bond – Terms and conditions
Provides the full terms and conditions that apply to the plan.

### Zurich International Portfolio Bond – Information leaflet
Provides current details of minimum plan requirements and product charges.

### Zurich International Portfolio Bond – Tax guide
Provides details of the tax implications for individuals investing in the plan.

### Fund factsheets
Fund factsheets are provided by the specialist fund data provider Financial Express for the majority of the funds available. These give basic information on the funds including asset allocation and performance.

### Zurich International Portfolio Bond – Fund charges summary
Provides details of the currently available funds and their charges.

### Zurich International Portfolio Bond – Deposit account summary
Provides details of the currently available deposit accounts.

All documents are available from your adviser or directly from us. Our contact details are on page 15.
Questions and answers

Before you invest

Is the Zurich International Portfolio Bond right for me?

It may be right if you:
- are looking for a flexible way of investing
- want access to a wide range of permitted assets
- are looking for potentially higher investment returns than a typical bank or building society account over the medium to long term
- want to invest as part of a self-invested personal pension or small self-administered scheme
- are currently resident or ordinarily resident in the UK
- understand and accept the risks of this type of investment
- can invest for at least five years
- are looking to invest as part of a tax-planning strategy.

Who can invest?

You can take out either the life insurance or capital redemption versions of the plan in your own name, jointly with up to ten planholders or as a UK resident trust.

To take out a plan you must be resident or ordinarily resident in the UK and aged between 18 and 85 on the plan start date.

Life insurance version
There can be up to ten lives insured. On the plan start date all lives insured must be aged at least 3 months and the youngest life insured must be aged no more than 79 years.

This version is also available to UK resident companies, partnerships and limited liability partnerships.

Capital redemption version
This version does not allow any lives insured and is not available to organisations.

How can I invest?

You can make an investment by completing the relevant application form and sending us your payment by cheque or electronic transfer. Once Zurich Life Assurance plc has accepted your application, your payment will be paid to a transaction account, before being invested in the permitted assets you choose.

You can choose to make payments in pounds sterling, US dollars or euro. If you intend to choose the Zurich Portfolio option, it is only available if your payment is in pounds sterling.
Your initial payment and any additional payments will be subject to our minimum payment requirements at the time the payment is made.

How and where will my payments be invested?

Your plan is initially made up of 250 individual and identical policies. All the permitted assets held within your plan are divided equally between each policy and together make up your unit fund.

Your unit fund is divided into notional units of equal value linked to the value of the assets you invest in, and is used solely to calculate the benefits under the plan.

Your adviser will help you decide from a range of permitted assets including funds and deposit accounts. The permitted assets made available are allowed under current UK tax rules and Irish law and regulations.

If you want to invest in a mutual fund that is not available as a permitted asset, please ask your adviser to contact us. We will review the mutual fund and decide whether to make it available.

It is your and your adviser’s ongoing responsibility to ensure that your choice of assets are suitable for your needs and do not make your plan a personal portfolio bond, as defined by the Personal Portfolio Bond (Tax) Regulations 1999.

Permitted assets may include assets that invest in one or more type of investment including deposit accounts, money market instruments, equities, bonds, gilt and fixed interest securities, derivatives, property and other financial instruments. Each investment type brings different risks.

You can choose from the following asset types:

**Insured funds**
These are internal life funds provided by us that allow groups of investors to pool their money for investment purposes. The value of the investments will fall and rise depending on investment performance.

**Mutual funds**
These are collective investments, managed by external fund managers, which allow groups of investors to pool their money for investment purposes. The value of the investments will fall and rise depending on investment performance. Each mutual fund has a prospectus that gives important information about it. These are available from your adviser.

**Deposit accounts**
Deposit accounts are provided by credit institutions. If you want to choose a deposit account, it must be in the same currency as your base currency. We will calculate the deposit account value for the purposes of the plan value. You can get details of the available deposit accounts from your adviser.
**Additional investment options**

Instead of choosing your own assets, you can nominate either:

- a Discretionary Asset Manager (DAM), or
- the Zurich Portfolio option.

**Discretionary asset managers**

DAMs offer independent professional investment services where they manage assets under the plan. A number of DAMs offer their services to Zurich – details of these are available from your adviser.

**The Zurich Portfolio option**

Your Zurich International Portfolio Bond can hold mutual funds and certain other types of assets denominated in pounds sterling through the Zurich Portfolio. This is a UK-based online wealth management service provided by Sterling ISA Managers Limited, trading as Zurich. An adviser may recommend this option where an investment strategy requires regularly buying and selling assets. Your adviser may also appoint an investment adviser to manage the assets on your behalf. However, there are additional charges associated with the Zurich Portfolio and assets held within it would not be covered under the FSCS scheme (see page 13). Your adviser will give you the information you need if they decide this option is appropriate for you.

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**What is the transaction account?**

The transaction account will form part of your unit fund and will be in the currency that you choose when you set up your plan, known as the ‘base’ currency. You can choose pounds sterling, US dollars or euro and your plan will be valued and charges taken in this currency, which can’t be changed in future.

In addition to charges, the account facilitates all transactions in the base currency such as payments, withdrawals, buying or selling permitted assets and receiving income from permitted assets. Where any such transactions are in another currency, we create additional temporary transaction accounts to facilitate them. These will also form part of your unit fund.

We only allow currency exchange transactions to buy or sell permitted assets or to enable you to take withdrawals in a specified currency. You can’t ask for money to be converted from one currency to another except to maintain the balance of the transaction account.

At least 3% of your initial payment must be placed in the transaction account. You are responsible for ensuring that the transaction account remains in credit and there is enough money to allow for such charges and withdrawals. If the transaction account falls below 1% of the plan value after we have taken our charges, we will bring it back up to 3% of the plan value by transferring money from any temporary transaction accounts, or we will sell permitted assets.
Any interest will only be paid on any credit balance in the transaction account or temporary transaction account after each quarter end date. The amount of interest will depend on the currency and will not be paid if the transaction account has a debit balance on the quarter end date.

If you have nominated a DAM or the Zurich Portfolio option, the description of the transaction account set out above does not apply. You should read the terms and conditions for details of how transaction accounts will work in these circumstances.

What are the charges?

Your illustration gives you details of what charges we will apply and how they may affect your plan value over time, based on assumed growth rates.

Charges will depend on the options you choose.

**If you nominate a DAM**

DAMs will take charges depending on the service you request from them. It is your responsibility to understand these charges. Where they are known, they will be shown on your illustration.

**If you nominate the Zurich Portfolio option**

Sterling ISA Managers Limited will apply charges which your adviser will explain. In addition, if your adviser appoints an investment adviser, they’ll also apply fees for their services. It’s your responsibility to understand such fees and charges, they will not be shown on your illustration.

What about tax?

There is currently no tax to pay on accumulated income and gains earned on the assets in your plan. Tax may be withheld on fund distributions.

If you take regular withdrawals, cash in some or all of your plan, assign your plan or if you die, you may have to pay UK income tax depending on your circumstances at that time. You should consider any potential tax liability you may incur and speak to your adviser.

If the plan is in trust or held by an organisation, or if you are not resident for tax purposes in the UK when you take withdrawals, cash in some or all of your plan or make other changes to your plan, then different tax rules will apply and you should speak to your adviser to find out how these affect you.

Irish policyholder tax may be payable if you are resident or ordinarily resident in Ireland at the time a taxable event occurs.

We have based this information on our understanding of current Irish and UK law and tax practices. Future changes in law and tax practice or in individual circumstances could affect the amount of tax you pay. You should speak to your adviser to find out how tax may affect your investment.
While you are invested

Can I move money between assets?

There are no restrictions on buying and selling permitted assets within your plan subject to any minimum trading limits that apply. The minimum trade will be the higher of, our minimum and the fund manager or deposit account provider minimum, at the time you buy or sell a permitted asset.

Custody charges apply to investments in mutual funds and trading charges are applied whenever you buy or sell holdings in mutual funds.

You can instruct us to buy an asset that is not a permitted asset; however, we will only complete the trade if we agree to make it available as a permitted asset. This may delay the purchase of the asset.

Buying and selling permitted assets that are not priced daily will be delayed until it is possible for us to complete the trade. The length of the delay will depend on how often those assets are priced and any restrictions the fund manager may have placed on trading the assets.

You can give us your instructions by completing a ‘trading form’, available from your adviser, and sending it to us by post, fax or email as detailed in the ‘How to contact us’ section on page 15.

If you have a DAM, they will manage your permitted assets for you.

If you have nominated the Zurich Portfolio option, your adviser will manage your permitted assets on your behalf, unless they appoint an investment adviser, in which case the investment adviser will select and manage permitted assets for you.

How will I know how my Zurich International Portfolio Bond is doing?

Your plan will be valued on the last business day of March, June, September, and December. After each valuation, we’ll send you a statement showing the permitted assets you are invested in, and their values at that quarter end date.

The statement will also give the value of the transaction account and any temporary transaction accounts. You should make sure the transaction account has sufficient value to cover your withdrawals and charges for the next quarter.

Can I take money out?

You can choose to take money out regularly or by taking one-off withdrawals. Withdrawals will usually be made in the benefit currency you select when you set up your plan unless you instruct us otherwise. You can choose pounds sterling, US dollars or euro.

However, if you intend to nominate the Zurich Portfolio option, you must select pounds sterling.

You should always consider the tax implications and speak to your adviser before taking withdrawals from your plan.

Where a plan is in trust, the terms of the trust may not allow withdrawals on the same basis as described here; you should speak to your adviser for more details.

Please read the Information leaflet for our current minimum limits and trading and custody charges.

Please read the Terms and conditions for more details.

Please read the Information leaflet for current minimum plan values.

Please read the Information leaflet for current minimum withdrawals.
Regular withdrawals
You can choose to take regular withdrawals when you set up your plan or at any time during the life of your plan. You can make changes to your withdrawals at any time by sending your instructions by post, fax or email, as detailed in the ‘How to contact us’ section on page 15. If you nominate the Zurich Portfolio option, all such instructions must be given to us using a ‘Cash-in request form’, available from your adviser.

Subject to our current minimum withdrawal, you can take regular withdrawals every month, three months, four months (not available with the Zurich Portfolio option), six months or yearly up to a maximum of 7.5% of your plan value each year.

One-off withdrawals
You can take a one-off withdrawal by sending us a completed ‘cash-in request’ form by post, fax or email as detailed in the ‘How to contact us’ section on page 15. This form is available directly from us or from your adviser. You can take one-off withdrawals as a proportion of each of the policies that make up your plan, or by cashing in whole policies. There are different tax implications for each method and you should take financial advice.

If we have to sell permitted assets that are not priced daily, or have to instruct a third party such as a DAM or Sterling ISA Managers Limited, there may be a delay in paying the withdrawal until all trades have been completed.

Closing your Zurich International Portfolio Bond

Can I cash in my Zurich International Portfolio Bond?

You can cash in your plan by sending us a completed ‘cash-in request’ form by post, fax or email as detailed in the ‘How to contact us’ section on page 15. This form is available directly from us or from your adviser.

The cash-in value will be paid in the benefit currency you select when you set up the plan unless you instruct us otherwise. You can choose pounds sterling, US dollars or euro.

There may be a delay in paying the cash-in value until all trades have been completed if assets are not priced on a daily basis, or if a fund manager has placed restrictions on the trading of assets, or we have to instruct a third party such as a DAM or Sterling ISA Managers Limited.

What might I get back?

Your illustration shows how much you might get back based on assumed growth rates.

What you get back depends on the plan value either when you fully cash in your plan or when the plan reaches its maturity date. The amount is not guaranteed.
The plan value depends on:

- how much you invest
- how long your money is invested
- how well the permitted assets you choose perform
- how much money you take out, and
- charges.

The capital redemption version has a fixed term. If you do not cash it in earlier, it will mature after 99 years with a maturity value equal to the higher of:

- the plan value after all permitted assets have been sold, and
- twice the value of your initial payment less twice the value of any regular withdrawals you have taken, and reduced each time you take a one-off withdrawal by the proportion of the plan value that you cash in.

To show you what you might get back, we have to assume a rate at which the value of your investment could grow.

The growth rates we use in our illustrations depend on the funds you choose and the amount you invest in them. For example, if you invest in fixed interest funds we’ll assume lower growth rates than if you invest in equity funds.

We make long-term assumptions about all the types of investments that make up your chosen permitted assets. You can see these on our website at zurichipb.com/asset, or you can contact us for these. Our contact details are on page 15.

What happens to my Zurich International Portfolio Bond if I die?

**Capital redemption version**
There are no lives insured and the plan will continue until it is fully cashed in, or until it matures at the end of the 99-year term.

**Life insurance version**
The death benefit will be paid in the benefit currency you select when you set up the plan unless you instruct us otherwise. You can choose pounds sterling, US dollars or euro.

For the death benefit, the plan value is the value at the date we make the payment.
Standard death benefit
If the youngest life insured is aged under 70 when your plan starts, the standard death benefit will apply – unless you choose to remove it.

On the death of the last surviving life insured before the tenth anniversary of the start date of the plan, we’ll pay the higher of:

- 100.1% (110% if death is due to an accident) of your plan value, and
- your total payments, less any regular withdrawals, and reduced each time you take a one-off withdrawal, by the proportion of the plan value that you cash in.

If death is ten years or more after the start date of the plan, we’ll pay 100.1% of your plan value.

Reduced death benefit
If the youngest life insured is aged under 70 when your plan starts, you can choose to remove the standard death benefit protection for a reduced yearly charge. If you do, or if the youngest life insured is aged 70 or over when your plan starts, we’ll pay on the death of the last surviving life insured:

- 100.1% of your plan value (110% of your plan value if death, before the tenth anniversary of the start date of the plan, is due to an accident).

The standard death benefit can’t be added back at a later date.

Cancelling your Zurich International Portfolio Bond

Can I change my mind and cancel?

When we issue your plan documents, we’ll send you details of how to cancel your plan. You will have 30 days from receiving these documents to do this. Where applicants are at separate addresses the cancellation notice will only be issued to the address of the first applicant. You can also cancel before you receive your plan documents by calling us or your adviser.

If you decide to cancel, we’ll give you your money back unless the plan value has fallen, in which case you will not get back the full amount you paid in. There may be a delay in paying the cancellation value until all trades have been completed.

If you have nominated a DAM, they will apply any charges due to them, which will reduce the amount you will get back. There may be a delay in paying the cancellation value until we receive the money from your nominated DAM.

If you have nominated the Zurich Portfolio option, additional charges may apply that may reduce the amount you get back. There may be a delay in paying the cancellation value until we receive the money from Sterling ISA Managers Limited.
Other information

How to complain
If you need to complain about your plan, please contact us using the details in the ‘How to contact us’ section on page 15.

You can ask us for details of our complaints handling process. If you’re not satisfied with our response, you can complain to the Irish ombudsman:

Financial Services Ombudsman
3rd floor, Lincoln House
Lincoln Place
Dublin 2
Ireland
Telephone: +353 1 662 0899
Email: enquiries@financialombudsman.ie

Or, if your complaint relates to advice you received from a UK-based adviser, you should complain directly to them. If you are not satisfied with their response, you can complain to the UK ombudsman:

Financial Ombudsman Service
Exchange Tower
London
E14 9SR
Telephone: 0800 023 4567 or 0300 123 9123
Or visit the website www.financial-ombudsman.org.uk

These services are free and using them won’t affect your legal rights.

Your adviser must be authorised and regulated by the Financial Conduct Authority and will recommend products that are suitable for your needs. You may have the right to compensation from your adviser if, at any time, it is decided the plan was not suitable for your needs at the time it was purchased.

Compensation
Zurich Life Assurance plc participates in the Financial Services Compensation Scheme (FSCS) in the UK. This means that if you are habitually resident in the UK when you enter into your plan, you may be entitled to compensation from the FSCS in the event that Zurich Life Assurance plc is unable to meet its obligations to you. Whether or not you are entitled to compensation will depend on whether you are an eligible claimant and the circumstances of your claim. The amount you will receive will depend on the FSCS rules.

If you need more information, you can contact the FSCS helpline on 0800 678 1100 or 020 7741 4100, write to the address below or visit the website www.fscs.org.uk.

Financial Services Compensation Scheme
10th Floor
Beaufort House
15 St Botolph Street
London EC3A 7QU
UK

Please note that you would only be entitled to compensation under the FSCS if Zurich Life Assurance plc was unable to meet its obligations to you. However, you would not be entitled to compensation under the FSCS if you suffered a loss as a result of a third party who provides services or investments in connection with your plan becoming insolvent or otherwise being unable to meet its obligations.

So, for example, if you have a discretionary asset manager, have nominated the Zurich Portfolio option and/or the assets you choose to hold within your plan were provided by or through a fund manager or deposit account provider, then you would not be protected by the FSCS if the discretionary asset manager, Sterling ISA Managers Limited, fund manager or deposit account provider became insolvent or was otherwise unable to perform its obligations.

Based on our understanding of the current FSCS rules, Zurich Life Assurance plc would not be able to claim under the FSCS in respect of the assets in your plan either in this situation.
If the relevant third party (e.g. a discretionary asset manager, fund manager or deposit account provider) is not based in the UK, it is possible that either you or Zurich Life Assurance plc may be entitled to compensation under a compensation scheme in the country where the third party is based. The availability of compensation in this situation is likely to depend on whether a compensation scheme exists, whether you or Zurich Life Assurance plc (as an Irish incorporated company) are eligible to claim under it and the criteria for the payment of compensation. We cannot give more information about compensation schemes outside the UK. You may wish to ask your financial adviser to find out more about any such schemes.

There is, therefore, a risk that Zurich Life Assurance plc may not be able to recover the full value of any investment underlying your plan which may have been made with or through a third party. If this is the case, Zurich Life Assurance plc will not be liable for any shortfall or reduction in value of your plan that results from this.

**Terms and conditions**

This key features document gives a summary of the plan. It doesn’t include all the definitions, exclusions, terms and conditions. These are set out in full in the terms and conditions.

We’ll send you a copy of the full terms and conditions when your plan starts. If you’d like a copy before then, please contact us.

We’ll let you know if there are any changes to the terms and conditions.

**Law**

The plan is governed by English law.

**Our regulators**

Zurich Life Assurance plc is authorised and regulated by the Central Bank of Ireland. Details of the Central Bank of Ireland are on their website www.centralbank.ie or telephone +353 1 224 6000.

Central Bank of Ireland
PO Box 559
Dame Street
Dublin 2
Ireland

We are subject to limited regulation by the Financial Conduct Authority for the conduct of insurance business in the UK. Registered under number 20328. Details of the Financial Conduct Authority are on their website www.fca.org.uk or telephone 0800 111 6768.

The Financial Conduct Authority
25 The North Colonnade
Canary Wharf
London E14 5HS
UK

**Communicating with you**

Your plan documents, and terms and conditions, are in English and all other communications with you will be in English.
How to contact us

If you want to contact us, you can write, phone, email or fax:

Write to:
Zurich Life Assurance plc
Zurich Centre
PO Box 1076
Bishops Cleeve
Cheltenham
Gloucestershire
GL50 9NR
UK

Phone: 0370 850 6130
Monday to Friday 8am to 6pm (we are not open on public holidays in England).
We may record or monitor calls to improve our service.

Email:
enquiries@zurichipb.com
trading@zurichipb.com
If you are sending instructions by email you must send a scanned image of the letter or form.

Fax: 0370 850 5860

Keep in touch
It’s important that we keep in touch so, if you change your address or any of your contact details, please let us know.

We’d like everyone to find it easy to deal with us. Please let us know if you need information about our plans and services in a different format.

All our literature is available in large print, braille and on audiotape or CD.

If you are a textphone user, we can answer any questions you have through a Typetalk operator. Please call us on 18001 0370 850 6130. Or, if you prefer, we can introduce your adviser to a sign language interpreter.
The Zurich International Portfolio Bond is provided by Zurich Life Assurance plc.
Correspondence address: Zurich Life Assurance plc, Zurich Centre, PO Box 1076, Bishops Cleeve, Cheltenham, Gloucestershire, GL50 9NR, UK.
Telephone number: 0370 850 6130.
Email: enquiries@zurichipb.com
Zurich Life Assurance plc is authorised and regulated by the Central Bank of Ireland and subject to limited regulation by the Financial Conduct Authority for the conduct of insurance business in the UK. Registered office: Zurich House, Frascati Road, Blackrock, Co Dublin, Ireland. Registered in Ireland under company number 58098.
We may record or monitor calls to improve our service.