

# Key Features of the WorkSave Pension Plan

April 2024

This is an important document which  
you should keep in a safe place.





# Welcome to your Key Features document

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It explains the important information you need to know, all in one place. This includes the aims, commitments, risks, and other key features of the plan. **It's an important document, so please take the time to read it.**

Here are some things you'll find inside:

- How you and your employer pay in
- Investing your pension savings
- Tax information
- The charges you'll pay
- Your options when you want to take your money
- Helpful links and organisations

If you have any questions you can get in touch using the contact details on page 28.



#### This is an interactive PDF

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## About your Key Features document

The Financial Conduct Authority is a financial services regulator. It requires us, Legal & General, to give you this important information to help you decide whether this Plan is right for you. You should read this document carefully, as it will help you understand what you are buying. You should also then keep it safe for future reference.

Throughout this document, the terms 'us', 'we' and 'our' mean Legal & General. The terms 'you' and 'your' mean you as an employee eligible for the WorkSave Pension Plan.

Throughout this document, we refer to the WorkSave Pension Plan as 'the plan'.

We aim to use language that's easy to understand. Where we've had to use terms that you may not be familiar with, we've given clear definitions.

## About Legal & General

Established in 1836, Legal & General is one of the UK's leading financial services groups and a major global investor, with over £1.2 trillion in total assets under management as at 31 December 2023.



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## About the WorkSave Pension Plan

Saving into a pension is a tax-efficient way to save towards your future. Your plan is automatically set up for you by your employer and the idea is to build up a pot of money in your name called your pension pot.

The pension plan is designed to provide an income, cash lump sums, or a combination of both from your Normal Minimum Pension Age (NMPA). The NMPA is currently age 55 but this is increasing to age 57 from 2028. You can take any of these options at your selected retirement age or any time after your NMPA.

The normal minimum pension age (NMPA) is the earliest age at which most people can start taking money from their Personal and Workplace Pensions. Currently, it's age 55, but from 6 April 2028, the NMPA will increase to age 57.

But, there are a few exceptions:

- If you have a Protected Pension Age, you may still access your pension earlier.
- Retiring due to ill health.

A plan retirement date will be automatically set by your employer at first, but once you've joined you can change it at any time. Generally speaking the longer you leave your pot to continue building up, the more money you will have to live on in retirement.

You can take your pension plan with you if you change employer. You may also be able to transfer in any pension savings you have from other employers.

### Important note

The plan has been designed specifically for UK residents whose earnings are assessed by HM Revenue & Customs (HMRC) for tax and National Insurance purposes.

There may be eligibility and tax implications if you aren't a UK resident for tax purposes, or if any of your earnings come from outside the UK. If you aren't sure, we recommend that you seek advice from a tax, financial or legal adviser.



# Aims, commitment and risks

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## Its aims

- To build up a pot of money to provide you with an income, cash lump sums or a combination of both. You can access your money at your selected retirement age or any time from your NMPA. You don't have to have stopped working to take your money.
- To provide a potential income or cash sum for your spouse, registered civil partner or your financial dependants if you die before them.

## Your commitment

To join the pension plan you and/or your employer will usually need to:

- Pay in a regular amount – your employer will let you know what this is, or
- Pay in a one-off lump sum – your employer will let you know what the minimum amount is. It can include transferring in other pension savings that you've built up in other plans.

Your money must remain invested in a pension plan until at least your NMPA.

## Risks

The value of your pension pot isn't guaranteed and will depend on several things.

- How much you and your employer pay in
- How well the funds you are invested in perform
- How much is taken out in charges
- The effects of inflation
- How and when you choose to take your money.

The value of your pension pot can go down as well as up. Your pension pot will be invested in one or more investment funds. Investment funds are controlled by a fund manager and invest in a range of different assets with the aim of helping your money grow or preserving its value.

To find out more about investing, please see your fund information which you can view at **[legalandgeneral.com/investwpp25](https://legalandgeneral.com/investwpp25)**

The law, tax rates and any allowances may change in the future. These changes could affect the value of your savings, how much you can pay in, or the age at which you're able to access your money. How tax works for you will depend on your individual circumstances.

Saving into a pension plan is not for everyone. Joining a plan may not be suitable for you, particularly if these savings could affect your entitlement to any means-tested state benefits.

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## How do I pay in to my plan?

Your employer will take regular contributions from your salary and pass them on to us, along with any additional amount that they're paying in for you.

You can make one-off lump sum contributions to your pension pot at any time from your employer's payroll if they allow this, or directly to us by electronic payment or cheque. Contact us to find out more using the details on page 28.

## What is salary sacrifice?

Your employer may offer you the option of paying by salary sacrifice (sometimes called salary exchange). Salary sacrifice is an agreement between you and your employer.

With salary sacrifice, you choose to give up part of your salary in return for an increased pension contribution from your employer. This means that your pension contributions are taken before you pay tax, so you'll benefit from tax relief straight away. You'll also save on National Insurance too.



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## Can I change the amount I pay in?

You can increase or decrease your regular contributions, but you may have to contribute a minimum amount. Your employer may also restrict the number of times you can do this in a year. You can stop paying in completely but you will need to think about the following:

- our charges could mean that your pension pot is worth less than you have paid in, particularly if you stop contributing during the first few years after joining, and
- your employer may stop paying in too.

## What happens to the money I pay in?

The money that you and your employer pay in builds up your pension pot. We invest your money in one or more of our investment funds.

There are a variety of Legal & General investment funds that you can choose from. If you don't want to make investment decisions, you will be invested into the default investment option. This is the investment option chosen by your employer for members who haven't selected their own investments.

The default investment option is considered suitable for most people, but it may not reflect your personal circumstances or goals. So it's a good idea to look at the other investment choices and decide whether you want to move your money to a different option.

You should regularly check that you're invested in the right place, in line with your future plans. It's really important to do this more frequently as you get closer to accessing your pension savings.

You will not have to pay any capital gains tax or income tax on any investment growth. However, we cannot reclaim the tax paid on dividends from UK companies.

## Find out more

You can change your investment funds at any time by logging on to [legalandgeneral.com/mya](https://legalandgeneral.com/mya) or by calling us using the contact details provided on page 28. We don't charge for changing your investment funds, but this may change in the future.

You can find out more about investing and your fund choices at: [legalandgeneral.com/investwpp25](https://legalandgeneral.com/investwpp25)





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## How does tax relief work?

We'll automatically claim basic rate tax relief from the government on your behalf, and we'll add it to your pension savings. We'll do this on any contributions you make personally, whether it's a regular contribution or a one-off.

If you make regular contributions from your salary, your take-home pay will be reduced. It won't normally reduce by the full amount that you're contributing. For example, if you're a basic rate taxpayer, for every £25 a month that is paid into your pension pot, your take-home pay would only reduce by £20. This is based on a basic rate of tax of 20%.

How much tax relief you receive may depend on where you live in the UK. HMRC will tell us which rate to apply. You can find out more about what this means for you at [gov.uk/income-tax-rates](https://gov.uk/income-tax-rates)

### If you pay one of the higher rates of income tax...

You may be entitled to receive the full amount as tax relief. However, you'll need to claim the additional amount through your self-assessment tax return by applying direct to HMRC.

### If you don't pay income tax...

Because your earnings are below the income tax threshold, we can still claim basic rate tax relief for you and add it to your pension pot.

You can pay the equivalent of your entire annual salary each year (or up to £3,600 if that's greater) and still get tax relief but you'll need to think about the annual allowance.

## Annual allowance

For most people the annual allowance is £60,000 (2024/25 tax year). If you pay more than this amount into this and any other pension plans you hold over a tax year, you'll usually have to pay a charge on the excess. The money your employer pays in counts towards your allowance too.

If you have earnings over £200,000 a year, and £260,000 a year when total pension contributions are included, your annual allowance may reduce below £60,000 but it won't be less than £10,000.

When you decide to access your pension savings, your annual allowance may be reduced to £10,000. This will depend on the options you choose. You can find out more about this under 'Can I still pay in to my plan after accessing my pension pot' on page 11.

For more information on the annual allowance, please see your Member's booklet on your pension plan website.

## What tax will I pay when I access my pension pot?

### Lump Sum Allowance (LSA)

When you access your pension, you can usually take up to 25% of it as a tax-free lump sum.

Your 'Lump Sum Allowance' is the maximum amount of money you can take as tax-free lump sums from all the pensions you have. While you can still take out money over this allowance, you will need to pay income tax on it.

The Lump Sum Allowance is £268,275. It will be higher if you have any protected tax-free lump sums, or a protected lifetime allowance.



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## What are the charges?

There are lots of different types of pension charges. Alternative providers and plans may have different charges.

As you invest in one or more of our investment funds, you will pay two types of charges: the Annual Management Charge (AMC), and the Fund Management Charge (FMC). These are separate charges covering different costs associated with running your plan, and the investment funds.

### 1. Annual management charge (AMC)

This charge covers the cost of running your plan, and it's something we agreed with your employer. We work out the charge daily and take it once a month by selling units in the fund or funds that you're invested in.

Funds are divided up into units. When you invest in a Fund, your money is used to buy units in it. The price of units can rise and fall.

We show the AMC as a percentage of your pension savings over a year.

For example, if the AMC for your plan was 0.77% and the value of your savings was £5,000 throughout the year, we would charge you £38.50 over the course of the year.

You'll receive a personal illustration after you are enrolled. This will show the charges that apply to you and how they will affect your pension savings. Your AMC may be higher or lower than in the example we give you in this document. If it increases, we'll tell you before any change happens.

### 2. Fund management charge (FMC)

This charge covers the cost of running the investment funds. It differs from fund to fund and is reflected in the value of the units of each fund, so it isn't taken directly from your pension pot.

Funds are divided up into units. When you invest in a Fund, your money is used to buy units in it. The price of units can rise and fall.

For example, if you were invested in the Legal & General (PMC) Multi-Asset Fund, which has an FMC of 0.23% (as at April 2024), and your pension savings were worth £5,000 throughout the year, we would charge you £11.50 over the course of the year.

Each fund has a factsheet that tells you the current FMC. You can see the factsheets and find out more about FMCs at: **[legalandgeneral.com/investwpp25](https://legalandgeneral.com/investwpp25)**

In certain circumstances we may need to change our charges or introduce new ones. You can find more information about this in your Member's booklet.

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## What are my options for accessing my pension pot?

You can take money from your pension pot at any time after your NMPA regardless of whether or not you've stopped working. But you should think very carefully before proceeding or your money could run out sooner than you think.

Reaching your NMPA is not a deadline to act. Leaving your money invested will give it more time to grow but it could go down in value too.

### Important note

You don't have to limit your choice to one option or provider. You can mix and match your options for each pension pot you have. Or you could use only part of your pension pot and leave the rest to be decided on later.

You should shop around to find what's best for you. You don't have to stay with us. Different providers offer different options, features, rates of payment, qualifying criteria and charges.

### Take it all in one go.

You can take your pension pot in cash all in one go. You can normally take up to 25% of your funds as tax-free cash, subject to any allowances, but the rest will be taxed as income.

### Take it in a series of cash lump sums.

You can leave your money invested and withdraw it as cash lump sums as and when you wish. You can normally take up to 25% of your funds as tax-free cash, subject to any allowances, but the rest will be taxed as income.

The money left invested has the chance to grow but it could go down in value too. If you choose this option, you may wish to spread your withdrawals over a number of years to manage the tax you pay.

### Take a flexible income.

You can normally take up to 25% of your funds as tax-free cash, subject to any allowances, and leave the rest invested to provide an income and occasional lump sums if required. This is often referred to as flexi-access drawdown. You can vary, stop or suspend the amount you're taking at any time although you may be charged for doing so. All payments apart from your tax-free cash will be subject to income tax.

Leaving your money invested gives it more chance to grow but it could go down in value too. If you take out too much or your investment funds don't perform as well as you'd expected, you could run out of money before you die.

### Buy a guaranteed income (annuity).

You can normally take up to 25% of your funds as tax-free cash, subject to any allowances, and use the rest to buy a guaranteed regular income for a fixed period or for the rest of your life. This is known as an annuity.

Annuities have a number of features, for instance you can arrange for payments to continue to your dependants after your death. Smokers and those in poor health usually get better rates because of their shorter life expectancy. The income payments will be subject to tax.



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## Where can I get help with these options?

Please see the guidance and advice section on page 28 for help understanding the options on the previous page.

We'll also write to you with detailed information about your options in the months leading up to your retirement age.

## Can I still pay in to my plan after accessing my pension pot?

Yes, you can continue to make contributions and receive tax relief on them, up to your 75th birthday.

The money purchase annual allowance (MPAA) is a restriction on the amount you can pay into your pension, while still receiving tax relief. Once you have accessed your pension pot, the total contributions you can make may be limited to £10,000, depending on how you accessed your money.

The MPAA applies to any money both you and your employer contribute to this plan, and any other pension plans you may have. It will apply from the point that you access your pension pot. We'll tell you if it affects you.

### Important note

If we've told you that you're affected by the MPAA, you'll need to tell all other pension plans where you're still building up benefits. You have 91 days to do this.

If the MPAA already applies to you, you need to tell us about this, and the date it applied from, no later than 91 days after you join the plan.

## What will my pension pot be worth?

You can check the progress of your pension savings at any time by logging into your online account at **legalandgeneral.com/mya**

What your pension pot will be worth when you want to start accessing it will depend on a number of factors:

- How much you and your employer have paid in.
- When you choose to access your pension savings. The longer you leave your money invested, the longer it will have the opportunity to grow. Remember, the value can go down as well as up.
- How the investment fund or funds that your money is invested in perform.
- You'll also need to consider how much you have been charged.

Each year we'll create a pension benefit statement for you setting out how much has been paid in and what your pension pot is worth. Your statement will be available in your online account and we'll let you know when it's available to view.

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## What about the State Pension?

You won't lose any entitlement to the State Pension if you join your employer's pension plan. The plan is designed to give you an income, cash lump sums or a combination of both on top of any State Pension that you're entitled to.

If you decide to opt out of the plan, you should consider if the State Pension will be enough for you to live on when you retire.

## How do I find out about Stakeholder pensions?

Stakeholder pensions are also available. A stakeholder pension may be as suitable for your needs as a WorkSave Pension Plan. If you would like information on them please speak to a financial adviser.

You should be aware that your employer may choose to only pay money into the WorkSave Pension Plan.

## Can I change my mind after I've joined?

Yes. After you've joined the plan, we'll send you a letter containing details of what you'll need to do if you decide to cancel, and ask for any money back that you have paid.

The letter includes a form called a 'cancellation notice'. If you decide to cancel, you'll need to complete this notice and post it back to us at the address shown on the notice within 30 days of receiving it.





**What happens to my pension pot if I opt out or change my mind about a transfer or one-off contribution on joining?**

This depends on how the money was paid in:

**Regular payments**

If you’ve made a regular payment from your salary, it will be returned to you in full. Any contribution made by your employer will be returned to them. If you contributed to your pension pot through salary sacrifice any money paid in will be returned to your employer. If this applies to you, please speak to your employer about what will happen next.

**One-off payments**

If you joined by paying in a one-off amount, it will be returned to you. If you’ve paid in a one-off amount through bonus sacrifice it will be returned to your employer.

The amount we return will reflect any fall in the value of the investment fund or funds that your pension pot was invested in.

**Transfer payments**

If you have transferred money from another pension scheme to this plan, we’ll do everything we can to return this amount to your previous scheme.

Each time you transfer pension savings into your employer’s plan, you will have 30 days from the date of us allocating each transfer payment to cancel and ask us to return this transfer payment to your previous plan. This money cannot be returned directly to you.

The amount that we’ll return will reflect any fall in the value of the investment fund or funds that your pension pot was invested in.

Please bear in mind that the administrators of your previous plan don’t have to accept the transfer back. If they don’t, any money that you transferred will remain in this plan.

When we return any money to you, your employer or a previous pension plan, we’ll also return any charges that have been taken.

**Important note**

If you don’t cancel within 30 days, your money must remain invested in this or another pension plan until you take your benefits. You can take your benefits at any time from your NMPA.

For more information about what happens if you choose to cancel, please see the cancellation notice we’ll send you and the Member’s booklet.



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## What happens if I die before I access my pension pot?

You can tell us who you would like to receive the value of your pension pot. The money could be paid as a lump sum, or an income in a number of ways. If any of the people you nominate are under 18, we might pay their share into a trust fund for their benefit once they turn 18.

You can find more details about what this means for you and your individual circumstances in your Member's booklet.

### Important note

Please fill in a nomination of beneficiary form, and keep it up-to-date as your circumstances change. You must complete this form yourself and send it to us. Should you die before we receive this form, we will not be able to act upon it. We will always use your form to guide our decision, but we aren't bound by it.

You can complete the form on your plan's website, in your online account, or you can call us and ask for a paper version.

If you don't give us any guidance, we may simply pay any lump sum to your estate. We will use our discretion when we pay any lump sum death benefit.

Any lump sum paid as a result of your death would be subject to the Lump Sum and Death Benefit Allowance (LSDBA).

## Lump Sum and Death Benefit Allowance (LSDBA)

Your 'Lump Sum and Death Benefit Allowance' (LSDBA) is the total amount of tax-free money you can take across all the pensions you have as a:

- tax-free lump sum
- tax-free serious ill-health lump sum, paid out before you turn 75, or
- tax-free lump sum death benefit, paid out if you pass away before you turn 75.

The standard LSDBA is £1,073,100. It will be higher if you have any protected tax-free lump sums, or a protected lifetime allowance. Income tax will need to be paid on any funds paid above the LSDBA, by whoever receives the payment.

## What happens if I am suffering from ill health?

If you cannot work anymore due to ill health, you may be able to access your pension pot earlier than your NMPA. If you choose to do this via flexi-access drawdown your pension pot will be subject to income tax.

If you're seriously ill and have less than one year to live, you can take your entire pot as a lump sum at any age. If you do this before reaching age 75, you won't have to pay income tax on it as long as the total benefits you receive are within your LSDBA.

If you take your pension pot after age 75, it will be subject to income tax.

You can find more information in your Member's booklet, which you will receive after joining.



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## What might I get back from my plan?

Over the following pages, we've given you some examples to show you what your pension savings may be worth, and the income you may get if you choose a guaranteed income (an annuity).

You can use these examples to help you think about your own goals and whether the amount you're saving will be enough to give you the pension income that you want or need when you access your money.

We show you what you might get from your plan in today's terms and explain how our charges and investment performance could impact your pension savings. Showing the value of money in real terms takes the effect of inflation into account and gives you an indication of how much a sum of money in the future would be worth today. This is called its buying power.

We've assumed inflation remains constant at 2% every year until you retire. Inflation reduces the worth of all savings and investments and will also affect the value of your annuity income from that point.

You'll have a number of options when you access your pension savings. You don't have to choose an annuity. You can find out more under 'What are my options for accessing my pension pot' on page 10.

**Please remember that these are just examples and the exact amount you'll get will depend on a number of things including:**

- The actual amount paid into your plan;
- How the investment fund or funds that you invest in perform;
- The actual charges taken from your plan. You will receive a personal illustration after you join showing the charges that apply to you;
- How and when you choose to access your pension savings; and
- If you are buying an annuity, the cost of buying one when you retire.

## How do I use the illustrations?

There are three examples. Each one is based on a different regular amount being paid in by you and your employer each month and includes any applicable tax relief:

- **£50 a month** (pages 19–21)
- **£150 a month** (pages 22–24)
- **£250 a month** (pages 25–27)

What do the illustrations tell me?

Each example is broken into two parts:

Part 1:  
What might my pension pot be worth when I start to access it?

Here, you will see a series of tables that show you how your pension pot may grow over time and what you might get back at the end.

- We show what your pension pot could be worth in today’s terms if you were to start paying into your pension plan today.
- We’ve used a range of starting ages, 25, 35, 45 and 55. All the examples assume taking an income using the money in your pension pot when you reach age 67.
- For each illustration, we show two options for accessing your pension pot. The first option shows examples of what you might get if you were to use all your pension pot to buy an annuity. The second option shows what you might get if you choose to take up to 25% of your pension pot as a tax-free lump sum, subject to any allowances, and use the rest to buy an annuity.
- Each illustration also uses a single growth rate. You can see what these rates are in the table on page 17.
- Generally speaking, the earlier you start paying in, the larger the annuity you could get when you come to access your pension pot.

The investment fund used in these illustrations is a commonly used default option called the Legal & General (PMC) Multi-Asset Fund (the ‘Multi- Asset Fund’).

This fund invests in a diverse range of assets with the aim of providing investment growth over the long term. Through its diversified approach, it aims to achieve a balance between risk and reward.



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The Multi-Asset Fund has an FMC of 0.23% (as at April 2024).

Your employer will have told you if this is the default option for your scheme.

**Part 2:**

**How will the charges affect what my pension pot is worth?**

Here we show how the value of your pension pot will be affected by the various charges. There are two columns showing what your pot could be worth:

- The first shows what the value of your pension pot could be if there were no charges.
- The second shows what the value of your pension pot could be when our charges are taken.

The growth rate we've assumed for the Multi-Asset Fund is shown below. This rate has been adjusted to take into account the effect of inflation.

When a negative sign is shown in front of a growth rate it means that the assumed return on the investment will not keep pace with inflation. In other words, the 'buying power' of your fund will decrease.

Fund	Growth rate
L&G PMC Multi-Asset Fund	2.9%

**For each example, we have assumed the following:**

- That you will take your pension benefits when you reach State Pension age. For the purposes of this illustration we have used age 67. Your own State Pension age may be different as it's based on your gender and date of birth. You can find out more by going to [gov.uk/state-pension-age](https://gov.uk/state-pension-age)
- That the amounts you and your employer pay in will not change over time. In reality, your pension contributions may be linked to your salary. If this applies to you, you will be paying more into your pension savings and may receive more back when you access your pension pot.
- Your money will be invested in the Multi-Asset Fund and will remain invested in this fund until the retirement age shown.
- That the rate you pay in charges will not change over time.
- A rate of inflation of 2% will not change.
- The growth rate used has been reduced to take into account the effect of inflation.
- The charges are an AMC of 0.77% and an FMC of 0.23%. Please remember that your charges may be higher or lower than those we have used throughout these illustrations. You will receive a personal illustration after you join using the charges that apply to you.

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### We have also assumed that when you start to access your pension pot:

- You will buy an annuity that will be paid at the start of each month, for the rest of your life and for no less than five years.
- Your annuity payments will remain the same each year in actual terms, so when allowing for inflation it will fall in real terms.
- When you die, no income will be paid to any surviving spouse or registered civil partner.

#### Important

Please remember that you can choose to take this income any time from your NMPA but the sooner you access your pension pot, the less time there will be for it to build up, both from any potential investment growth and further contributions.

If you buy an annuity, the income you receive will be guaranteed for the rest of your life, no matter how long you live.

All of these factors will reduce the size of annuity you will receive.



## Example 1:

# Contributing £50 a month

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In this example, we have assumed that:

- the total amount that you and your employer pay in, including tax relief, will be £50 a month.
- these amounts will remain the same until you buy your annuity at age 67.

#### Important note

These are examples and are not the minimum or maximum amounts that you could get back.

It's possible that the value of the investments in your plan could go down as well as up. This means that you could get back less than you paid in.

Each year we will create a pension benefit statement for you setting out how much has been paid in, how much has been paid in charges and what your pot is worth.

The growth rate that we've used is shown in the table on page 17.

All of the figures within the table take into account the effect of inflation.

### What might my pension pot be worth when I start to access it?

The table shows how much your pot might be worth when you take your money.

If you start your plan on your	Once you're 67, your pension pot could be worth
25th birthday	£27,600
35th birthday	£20,200
45th birthday	£13,500
55th birthday	£7,240



The figures in the table below are in today's terms, assuming inflation remains at 2% every year until you take your money. Your total projected pension pot could provide you with an initial annuity of:

<b>Option 1</b>	<b>If you start your plan on your</b>	<b>Once you're 67, you could receive</b>
<b>Without tax-free cash</b>		
A full pension every year for your lifetime of:	25th birthday	£1,790
	35th birthday	£1,330
	45th birthday	£913
	55th birthday	£501

<b>Option 2</b>	<b>If you start your plan on your</b>	<b>Once you're 67, you could receive</b>
A tax-free cash sum of:	25th birthday	£6,910
	35th birthday	£5,050
	45th birthday	£3,370
	55th birthday	£1,810

<b>Plus</b>	25th birthday	£1,340
A pension every year for your lifetime of:	35th birthday	£1,000
	45th birthday	£685
	55th birthday	£376

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## How will the charges affect what my pension pot is worth?

The table shows what your pension pot might be worth at the end of the first, third, fifth and final year of paying into your plan.

The charges that we've used are those described on page 9.

At the end of year	If you start your plan on your	Total paid in to date	What your pension pot could be worth:	
			If no charges are taken	After our charges are taken
1	25th, 35th, 45th, 55th birthday	£595	<b>£604</b>	<b>£601</b>
3	25th, 35th, 45th, 55th birthday	£1,740	<b>£1,830</b>	<b>£1,800</b>
5	25th, 35th, 45th, 55th birthday	£2,850	<b>£3,080</b>	<b>£3,000</b>
When you access your pension pot at age 67	25th birthday	£17,100	<b>£36,200</b>	<b>£27,600</b>
	35th birthday	£14,200	<b>£24,600</b>	<b>£20,200</b>
	45th birthday	£10,700	<b>£15,300</b>	<b>£13,500</b>
	55th birthday	£6,410	<b>£7,730</b>	<b>£7,240</b>

### Important note

The figures shown take into account the effect of inflation and are based on the single growth rate for the Multi-Asset Fund.

The charges we've taken into account in the last column of the table have the effect of reducing investment growth after inflation from 2.9% a year to 1.9% a year. This is known as the 'reduction in yield'.

You can use this figure to compare the effect of charges on this plan with other similar pension products.

This figure is rounded and can be higher or lower than the actual charges taken into account within the illustration.

The charges mean that the value of your pension pot could be less than has been paid in, particularly if payments stop during the early years of your pension plan.

## Example 2:

# Contributing £150 a month

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In this example, we have assumed that:

- the total amount that you and your employer pay in, including tax relief, will be £150 a month.
- these amounts will remain the same until you buy your annuity at age 67.

#### Important note

These are examples and are not the minimum or maximum amounts that you could get back.

It's possible that the value of the investments in your plan could go down as well as up. This means that you could get back less than you paid in.

Each year we will create a pension benefit statement for you setting out how much has been paid in, how much has been paid in charges and what your pot is worth.

The growth rate that we've used is shown in the table on page 17.

All of the figures within the table take into account the effect of inflation.

### What might my pension pot be worth when I start to access it?

The table shows how much your pot might be worth when you take your money.

If you start your plan on your	Once you're 67, your pension pot could be worth
25th birthday	£82,900
35th birthday	£60,600
45th birthday	£40,500
55th birthday	£21,700



£50 a month

£150 a month

£250 a month

The figures in the table below are in today's terms, assuming inflation remains at 2% every year until you take your money. Your total projected pension pot could provide you with an initial annuity of:

Option 1	If you start your plan on your	Once you're 67, you could receive
Without tax-free cash	25th birthday	£5,370
A full pension every year for your lifetime of:	35th birthday	£4,010
	45th birthday	£2,740
	55th birthday	£1,500

Option 2	If you start your plan on your	Once you're 67, you could receive
A tax-free cash sum of:	25th birthday	£20,700
	35th birthday	£15,100
	45th birthday	£10,100
	55th birthday	£5,430

<b>Plus</b>	25th birthday	£4,030
A pension every year for your lifetime of:	35th birthday	£3,010
	45th birthday	£2,050
	55th birthday	£1,120

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## How will the charges affect what my pension pot is worth?

The table shows what your pension pot might be worth at the end of the first, third, fifth and final year of paying into your plan.

The charges that we've used are those described on page 9.

At the end of year	If you start your plan on your	Total paid in to date	What your pension pot could be worth:	
			If no charges are taken	After our charges are taken
1	25th, 35th, 45th, 55th birthday	£1,780	<b>£1,810</b>	<b>£1,800</b>
3	25th, 35th, 45th, 55th birthday	£5,240	<b>£5,490</b>	<b>£5,400</b>
5	25th, 35th, 45th, 55th birthday	£8,570	<b>£9,250</b>	<b>£9,010</b>
When you access your pension pot at age 67	25th birthday	£51,300	<b>£108,000</b>	<b>£82,900</b>
	35th birthday	£42,600	<b>£73,800</b>	<b>£60,600</b>
	45th birthday	£32,100	<b>£46,000</b>	<b>£40,500</b>
	55th birthday	£19,200	<b>£23,100</b>	<b>£21,700</b>

### Important note

The figures shown take into account the effect of inflation and are based on the single growth rate for the Multi-Asset Fund.

The charges we've taken into account in the last column of the table have the effect of reducing investment growth after inflation from 2.9% a year to 1.9% a year. This is known as the 'reduction in yield'.

You can use this figure to compare the effect of charges on this plan with other similar pension products.

This figure is rounded and can be higher or lower than the actual charges taken into account within the illustration.

The charges mean that the value of your pension pot could be less than has been paid in, particularly if payments stop during the early years of your pension plan.

## Example 3:

# Contributing £250 a month

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In this example, we have assumed that:

- the total amount that you and your employer pay in, including tax relief, will be £250 a month.
- these amounts will remain the same until you buy your annuity at age 67.

#### Important note

These are examples and are not the minimum or maximum amounts that you could get back.

It's possible that the value of the investments in your plan could go down as well as up. This means that you could get back less than you paid in.

Each year we will create a pension benefit statement for you setting out how much has been paid in, how much has been paid in charges and what your pot is worth.

The growth rate that we've used is shown in the table on page 17.

All of the figures within the table take into account the effect of inflation.

### What might my pension pot be worth when I start to access it?

The table shows how much your pot might be worth when you take your money.

If you start your plan on your	Once you're 67, your pension pot could be worth
25th birthday	£138,000
35th birthday	£101,000
45th birthday	£67,500
55th birthday	£36,200



The figures in the table below are in today's terms, assuming inflation remains at 2% every year until you take your money. Your total projected pension pot could provide you with an initial annuity of:

<b>Option 1</b>	<b>If you start your plan on your</b>	<b>Once you're 67, you could receive</b>
<b>Without tax-free cash</b>		
A full pension every year for your lifetime of:	25th birthday	£8,960
	35th birthday	£6,690
	45th birthday	£4,560
	55th birthday	£2,500

<b>Option 2</b>	<b>If you start your plan on your</b>	<b>Once you're 67, you could receive</b>
A tax-free cash sum of:	25th birthday	£34,500
	35th birthday	£25,200
	45th birthday	£16,800
	55th birthday	£9,050

<b>Plus</b>	25th birthday	£6,720
A pension every year for your lifetime of:	35th birthday	£5,010
	45th birthday	£3,420
	55th birthday	£1,870

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## How will the charges affect what my pension pot is worth?

The table shows what your pension pot might be worth at the end of the first, third, fifth and final year of paying into your plan.

The charges that we've used are those described on page 9.

At the end of year	If you start your plan on your	Total paid in to date	What your pension pot could be worth:	
			If no charges are taken	After our charges are taken
1	25th, 35th, 45th, 55th birthday	£2,970	<b>£3,020</b>	<b>£3,000</b>
3	25th, 35th, 45th, 55th birthday	£8,740	<b>£9,150</b>	<b>£9,000</b>
5	25th, 35th, 45th, 55th birthday	£14,200	<b>£15,400</b>	<b>£15,000</b>
When you access your pension pot at age 67	25th birthday	£85,600	<b>£181,000</b>	<b>£138,000</b>
	35th birthday	£71,100	<b>£123,000</b>	<b>£101,000</b>
	45th birthday	£53,500	<b>£76,700</b>	<b>£67,500</b>
	55th birthday	£32,000	<b>£38,600</b>	<b>£36,200</b>

### Important note

The figures shown take into account the effect of inflation and are based on the single growth rate for the Multi-Asset Fund.

The charges we've taken into account in the last column of the table have the effect of reducing investment growth after inflation from 2.9% a year to 1.9% a year. This is known as the 'reduction in yield'.

You can use this figure to compare the effect of charges on this plan with other similar pension products.

This figure is rounded and can be higher or lower than the actual charges taken into account within the illustration.

The charges mean that the value of your pension pot could be less than has been paid in, particularly if payments stop during the early years of your pension plan.

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## Contact us

We hope you find this document useful. If you have any more questions you can:

- Email us at **[employerdedicatedteam@landg.com](mailto:employerdedicatedteam@landg.com)**
- Call us on **0345 070 8686** (call charges will vary and we may record and monitor calls).
- Or write to us at:  
Legal & General  
Four Central Square  
Cardiff  
CF10 1FS

## Log in to your online account

Check the progress of your pension savings at any time by logging in to your online account.

If you're already registered, you can log in to your online account using your user ID and password at **[legalandgeneral.com/mya](https://legalandgeneral.com/mya)**.

If you haven't registered, it's quick to do. Just follow these steps:

- Visit **[myaccount.register.landg.com](https://myaccount.register.landg.com)**
- Complete your personal details. You'll need your account number shown on any letters from us.
- We'll then send you an email which will contain an activation link to complete your registration.

## Guidance and advice

Pension Wise is a free and impartial government-backed service for those aged 50 or over.

They can offer guidance to help you make an informed decision.

If you call us on **0345 935 0100**, we can book a Pension Wise appointment for you. Lines are open Monday to Friday, 9am to 5pm. Call charges will vary. We may record and monitor calls.

You can also contact them directly if you'd like to book your own appointment. Their details are:

Phone: **0800 100 166**

Visit: **[moneyhelper.org.uk/nudge-public](https://moneyhelper.org.uk/nudge-public)**

Legal & General can help you to access guidance and advice. Please visit your scheme website (if applicable) to see what services are available to you. Or you can call us on **0345 070 8686** for more information. Call charges will vary and we may record and monitor calls.

If you're unsure if this plan is right for you, we recommend you speak to a financial adviser. You can find a financial adviser in your local area at **[unbiased.co.uk](https://unbiased.co.uk)**. Advisers usually charge for their services.



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You can pay your financial adviser directly from our WorkSave Pension Plan – this is called a facilitated adviser charge. The advice you receive must be related to your WorkSave Pension Plan and it's from this that we'll take the adviser charge. You must have enough money in your pot to pay for this.

The Facilitated Adviser Charge Guide explains how this service works. Please go to **[legalandgeneral.com/adviserchargeguide](https://legalandgeneral.com/adviserchargeguide)** and **[legalandgeneral.com/adviserchargeform](https://legalandgeneral.com/adviserchargeform)**, or contact us using the details on page 28.

## Other important information

You'll receive a Member's booklet in the post once you've joined. It will give you more detailed information about the terms and conditions of your plan. You can contact us to request a copy at any time.

You can find out more about the options you have for investing your pension savings on our website at **[legalandgeneral.com/investwpp25](https://legalandgeneral.com/investwpp25)**

Your employer will tell you if you have the option to invest outside our standard fund range. This is known as self investment. The following documents will give you the information you need if this applies to you:

- **Self Investment Key Facts document**  
Self investment gives you greater choice over where you invest.
- **Share Contributions Key Facts document**  
You'll need to read this if you have the option to make share contributions to your pension savings.

Your online account lets you see and manage your pension savings online. Log in to see the current value of your pension pot, the funds you are invested in and to update your personal details online.

## Important note

The personal information collected from you will be shared with fraud prevention agencies to prevent fraud and money laundering and to verify your identity. If fraud is detected, you could be refused certain services, finance, or employment. Further details of how your information will be used by us and these fraud prevention agencies, and your data protection rights, can be found online at **[legalandgeneral.com/cifas](https://legalandgeneral.com/cifas)**



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## Our regulators

We are authorised and regulated by the Financial Conduct Authority. Our Financial Services Register number is 146786. You can check this on the Financial Services Register by visiting the Financial Conduct Authority's website: **fca.org.uk/register**, or by contacting the Financial Conduct Authority on **0800 111 6768**.

## How your pension savings are protected

When you invest in a fund, that fund is held through an insurance policy with Legal and General Assurance Society Limited (LGAS), which is an insurance undertaking and the provider of your pension plan. They then invest in the funds of Legal and General Assurance (Pensions Management) Limited which we refer to as PMC (Pensions Management Company).

Depending on the fund selections made by you, some of the assets held by PMC are invested with external providers outside the Legal & General Group.

When one insurance company (LGAS) invests its assets with another (PMC), this is known as reinsurance. This reinsurance arrangement has its own rules and impacts on your right to claim compensation.

## Your rights

In the event that LGAS becomes insolvent or is otherwise unable to meet its financial obligations, you may be able to claim for any losses from the Financial Services Compensation Scheme (FSCS), potentially up to 100% of the total value.

The FSCS is designed to pay UK customers compensation if they lose money because a firm is unable to pay them what they owe. You can find out more about them at **fscs.org.uk**. Investor protection legislation and regulation may change in future. If you are resident outside of the UK, you should speak to a financial adviser for clarification of your eligibility.

In the event that PMC becomes insolvent, LGAS will attempt to recover the full value of your investments. If they are unable to do so, LGAS will be responsible for making up any shortfall. In the event that an external provider becomes insolvent, PMC will attempt to recover the full value of your investments. If they are unable to do so, LGAS will be responsible for making up any shortfall.

There are currently no exceptions to these rights. Any new fund that LGAS has made available since 1 December 2018 may not benefit from them. If this is the case, all of the documents you receive about your funds will outline the risks of investing in them.

## Solvency and Financial Condition Report

Solvency is a measure of a company's financial health. It shows an ability to manage operations and other obligations into the foreseeable future. We are required to publish a Solvency and Financial Condition Report (SFCR) on an annual basis which describes our governance, our business and its performance.

Our latest SFCR is available at **legalandgeneralgroup.com/investors/results-reports-and-presentations**

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### Making a complaint

If you wish to complain about any aspect of the service you have received from us, or if you would like us to send you a copy of our internal complaint handling procedure, please contact us using the contact details on page 28.

Complaints regarding our administration that we cannot resolve can be referred to:

The Pensions Ombudsman  
10 South Colonnade  
Canary Wharf  
London E14 4PU

Phone **0800 917 4487**

Email **[enquiries@pensions-ombudsman.org.uk](mailto:enquiries@pensions-ombudsman.org.uk)**

Visit **[pensions-ombudsman.org.uk](https://www.pensions-ombudsman.org.uk)**

Sales-related complaints that we can't resolve can be referred to:

The Financial Ombudsman Service  
Exchange Tower  
London E14 9SR

Phone **0800 023 4567**

Email **[complaint.info@financial-ombudsman.org.uk](mailto:complaint.info@financial-ombudsman.org.uk)**

Visit **[financial-ombudsman.org.uk](https://www.financial-ombudsman.org.uk)**

Making a complaint to the Financial Ombudsman will not prejudice your right to take legal proceedings.

### Conflicts of interest

During the term of your plan conflicts of interest may arise between you and us, our employees, our associated companies or our representatives. A conflict of interest is where our duties to you as a customer may conflict with what is best for our business. To ensure we treat customers consistently and fairly, we have a policy on how to identify and manage these conflicts.

You can request a copy of the conflicts of interest policy from us using the contact details on page 28.

### Customer categories

The financial services regulator requires us to put our customers into groups so that we can treat them according to their level of knowledge about investments. These groups are:

- Retail clients
- Professional clients
- Eligible counterparties.

We treat all customers who invest in our pensions as retail clients. This gives you the greatest level of protection under the regulations and makes sure you get full information about any products you buy.

If you know a lot about pensions, maybe because you work in the industry, you can be treated as a professional client or eligible counterparty under the regulations. This won't affect the way we deal with you, but it may affect your ability to refer complaints to the Financial Ombudsman Service or to make a claim under the Financial Services Compensation Scheme.

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## Valuing investment funds

We value investment funds frequently to enable us to treat all policyholders fairly. Your Member's booklet contains further details about how we value funds. We will send this to you after you've joined.

For more information please see 'A guide to how we manage our unit-linked investments', which is available on request.

## Law and language

The information that we've included in this document is based on our understanding of current law relating to pensions in the UK. This contract is governed by the laws of England and Wales. If you live in Scotland you can bring legal proceedings in either the Scottish or English Courts. If you live in Northern Ireland you can bring legal proceedings in Northern Irish or English Courts. If you are resident outside the UK or Northern Ireland any proceedings you bring will need to be in your employer's jurisdiction. The terms and conditions and all communications are only available in English. Communication from us will normally be by email, phone or letter.

## Get in touch

If you'd like a copy of this or any item of our literature in larger print, Braille or audio format, please contact us:

Legal & General  
Four Central Square  
Cardiff  
CF10 1FS

Phone **0345 070 8686** (call charges will vary and we may record and monitor calls)

Email **employerdedicatedteam@landg.com**

This document is a guide to the key features of this product. You'll find full details of your plan in the Member's booklet which we'll send to you after you've joined. It is also available on your plan website. Alternatively, you can request a copy from us.

All information is correct at the time of writing.

## Independent Governance Committee (IGC)

We have an IGC in place to protect the interests of members of our workplace pension plans. It has a duty to:

- act solely in the interests of members
- operate independently from Legal & General
- assess and, where necessary, challenge Legal & General on whether our plans provide value for money.

You can find out more about the IGC, how it works and get in touch by visiting **legalandgeneral.com/igc**

You'll be able to find the latest information about the IGC's activities, events and annual statements.



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## Inducements

We must not accept or retain any fees, commission or monetary benefits, or non-monetary benefits that are paid or provided by a third party or a person acting on our behalf.

We may accept and retain fees, commission or non-monetary benefits which are paid or provided to us by a person acting on your behalf, provided that you are aware that these payments have been made and that the amount and frequency of the payment has been agreed between us and not set by a third party.

We may receive certain minor non-monetary benefits in the course of providing services to you which are considered to be acceptable. Examples of this are participation in conferences, seminars and other training events.

## How our employees are paid

We have a regulatory requirement to explain to you how our employees are paid.

Our employees are paid by either Legal & General Investment Management Holdings Limited or Legal & General Resources Limited. This is overseen by the Legal & General Group Remuneration Committee.

Our employees are salaried and may receive a formulaic incentive or a variable discretionary annual bonus. This may include a deferred bonus to ensure a longterm commitment to the performance of the company. Eligibility for bonuses is based on a range of factors such as personal objectives but is not directly linked to sales volumes. Our employees do not receive commission, profit share or any other financial incentives.

## Your WorkSave Pension Plan demands and needs

We are giving you this information to help you understand how this product could be suitable for your needs. The following statements are not a personal recommendation and we are not able to give you advice. You should ensure you read this document and your Member's booklet which we'll send to you after you've joined.

The WorkSave Pension Plan meets certain demands and needs we have set out below:

- It is a pension plan designed to provide you with an income, cash lump sums, or a combination of both. You can access it at your selected retirement age or any time from your NMPA, possibly earlier if you are in ill health. You don't have to have stopped working to take your money.
- To provide a potential income or cash sum for your spouse, registered civil partner or your financial dependants if you die before them.
- Has been designed specifically for UK residents whose earnings are assessed by HMRC for tax and National Insurance purposes.
- You, your employer or another person on your behalf can pay money into it. You should check that these statements are appropriate for your needs.



For a copy of this or any item of our literature in larger print, Braille or audio format, you can contact us by email at **[employerdedicatedteam@landg.com](mailto:employerdedicatedteam@landg.com)** or call us on **0345 070 8686**. Call charges will vary and we may record and monitor calls.

**Legal & General (Portfolio Management Services) Limited**

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