

Combined Initial Disclosure Document Key Facts About Our Services and Costs

1. THE FINANCIAL CONDUCT AUTHORITY (FCA)

The FCA is the independent watchdog that regulates financial services.

2. WHOSE PRODUCTS DO WE OFFER ?

Investment

Please refer to section 3 of this document

Insurance

- We offer products from a range of insurers for Term Assurance, Mortgage Protection, Critical Illness, Income Protection & Private Medical Insurance.
- We only offer products from a limited number of insurers for Term Assurance, Mortgage Protection, Critical Illness, Income Protection & Private Medical Insurance.
- We only offer products from a single insurer for Term Assurance, Mortgage Protection, Critical Illness, Income Protection & Private Medical Insurance.

Home Finance Products

- We offer lifetime mortgage, regulated mortgage contracts, home reversion plans and equity release products from the whole market.
- We only offer lifetime mortgage, regulated mortgage contracts, home reversion plans and equity release products from a limited number of lenders
- We only offer lifetime mortgage, regulated mortgage contracts, home reversion plans and equity release products from a single lender.
- We do not offer regulated mortgages, lifetime mortgages, home reversion plans and equity release products.

3. WHICH SERVICE WILL WE PROVIDE YOU WITH ?

Investment

- Independent advice – We will advise and make a recommendation for you after we have assessed your needs. Our recommendation will be based upon a comprehensive and fair analysis of the market.
- Restricted advice – We will advise and make a recommendation for you after we have assessed your needs, but we only offer advice on limited types of products, or products from one company or a limited number of companies.
- No advice – You will not receive advice or a recommendation from us. We may ask some questions to narrow down the selection of products that we will provide details on. You will then need to make your own choice about how to proceed.

Insurance

- We will advise and make a recommendation for you after we have assessed your needs for Term Assurance, Mortgage Protection, Critical Illness, Income Protection & Private Medical Insurance.
- You will not receive advice or a recommendation from us for Term Assurance, Mortgage Protection, Critical Illness, Income Protection & Private Medical Insurance.

Home Finance Products

- We will advise and make recommendations for you on lifetime mortgages, regulated mortgage contracts and equity release products after we have assessed your needs
- You will not receive advice or a recommendation from us. We may ask some questions to narrow down the selection of lifetime mortgages, regulated mortgage contracts and equity release products that we will provide details on. You will then need to make your own choice about how to proceed.

4. WHAT YOU WILL HAVE TO PAY US FOR OUR SERVICES ?

Investment

You will pay for our services on the basis of the summary provided below. We will discuss payment options with you and answer any questions you have. We will not charge you until we have agreed with you how we are to be paid.

Non Advised Services

Where you retain our services to handle a specific transaction on your behalf, but without the requirement for advice, we will charge you a single fixed fee for such a service, which will be disclosed in our Client Agreement. Your signature of that Agreement is our authorisation to proceed with that transaction.

Advised Services

The charge for our services is partly related to the expertise of the adviser, and partly to the nature of the service that you require from us. A fuller explanation is contained within our Client Agreement, and we will in any case tailor our service (and charge) to the needs and circumstances of each client.

The following provides a summary guidance of the main options.

- A Investment research, solution recommendation & implementation, including annual review service – charged at 2% of sum invested (subject to £495 minimum) plus 0.8% of the value annually. For example, to research, recommend and implement an investment of £100,000, our fee would be £2,000, and our ongoing service fee would be £800 p.a.
- B Full pension review without implementation – charged at £750.
- C Accessing your pension benefits at retirement – charged at 2% of the sums involved (subject to a minimum of £495) plus (if the arrangement requires annual reviews) 0.8% of the value annually. For example, to recommend a retirement solution for a pension of £100,000, our fee would be £2,000, and our ongoing service fee would be £800 p.a.
- D Ad-hoc, hourly-costed work – charged at £275 per hour.

In addition to the above:

There is a £495 onboarding fee for new clients which covers the additional work involved in setting up a new client file.

We also operate a tiered initial fee scale for investments over £250,000

Tiered Fee Scale for new, additional and family linking discounts.

	Tiered Fee %	Tiered Fee (£)
£1,000,000	0.25%	Variable
£750,000 to £1,000,000	0.50%	£1,250
£500,001 to £750,000	0.75%	£3,750
£250,001 to £500,000	1.25%	£1,875
First £250,000	2%	£4,000

Example 1. £200,000 investment would attract initial investment fees of: £100,000 x 2% = £2,000 + £100,000 x 1.25% = £1,250 = £3,250

Example 2. If you already have £200,000 invested under advice through us and made a further investment of £200,000 the fee would be calculated across the tiers.

(£50,000 @2% = £1,000) + (£150,000 @ 1.25%) = £1,875 = £ 2,875

This also applies to family linking.

We offer a range of payment options including:

- Settling your adviser charge through a single payment: Invoice plus payment by client within 30 days of receipt on completion of work. Whether you buy a product or not, you will pay us an adviser charge for our advice and services, which will become payable upon completion of our work.
- Settling your adviser charge by instalments: Where no ongoing service is being provided, and only where regular premium products are recommended, we offer the facility to pay by instalments through your recommended product.
- If you buy a financial product, you can choose to have your adviser charge deducted from the product through instalments. Although you pay nothing to us up front, that does not mean that our service is free. You still pay us indirectly through deductions from the amount you pay into the product. These deductions will pay towards settling the adviser charge. These charges could reduce the amount left for investment. If you select this method of payment, we will detail the terms in our Client Agreement.
- Paying through other arrangements: An agreed charge to be taken from the product, and paid to ourselves by the product-provider, rather than you writing us a cheque.
- Payment for ongoing services: Annual retainer paid to our firm out of the product in order to pay for annual review services.

Insurance

- A fee of £495 for advice and implementation in relation to the types of products and services listed under point 3. This will generally be offset against any commission received by us should you proceed with a recommended product.
- No fee for advice and implementation in relation to the types of products and services listed under point 3.

You will receive a quotation that will confirm the commission payable as well as any other fees or commissions relating to any particular insurance policy.

Home Finance Products (Regulated mortgage contracts, Equity Release & Lifetime Mortgages)

- No fee. We will be paid a fee/commission by the lender or company that buys your home.
- A fee of £495 with £295 payable at the outset and £200 on receipt of the mortgage offer. We charge an additional £200 for buy to let, subprime and lifetime mortgages. We will refer equity release cases to a specialist. We will also be paid a procurator fee from the lender in acknowledgement that they have not needed to undertake any administration.

You will receive a key facts illustration when considering a particular lifetime mortgage, regulated mortgage, home reversion plan or equity release product which will tell you about fees relating to it.

Refund of Fees for mortgage business

If we charge you a fee, and your lifetime mortgage, regulated mortgage, home reversion plan or equity release product does not go ahead, you will receive:

- A full refund if the lender or company rejects your application.
- No refund if your application falls through as a consequence of non disclosure
- No refund if you decide not to proceed.

5 WHO REGULATES US?

Big Picture Financial Planning Ltd is an appointed representative of ValidPath Limited, Unit 16, The Globe Centre, Wellfield Road, Cardiff CF24 3PE, which is authorised and regulated by the Financial Conduct Authority under Firm Reference Number 197107.

ValidPath Limited's permitted business is investment, protection, pensions and mortgage intermediation. Big Picture Financial Planning Ltd is regulated in the United Kingdom. You can check this on the FCA's Register by visiting the FCA's website <https://register.fca.org.uk/s/firm?id=0014G00002awrREQAY> or by contacting the FCA on 0800 111 6768 (freephone) or 0300 500 8082 from the UK, or +44 207 066 1000 from abroad. They are open Monday to Friday, 8am-6pm, and Saturday 9am-1pm

6 WHAT TO DO IF YOU HAVE A COMPLAINT

If you wish to register a complaint, please contact us:

In writing: ValidPath Limited, Complaints Department, Unit 16, The Globe Centre, Wellfield Road, Cardiff CF24 3PE

By phone: 02920 494495

If you cannot settle your complaint with us, you may be entitled to refer it to the Financial Ombudsman Service

7 ARE WE COVERED BY THE FINANCIAL SERVICES COMPENSATION SCHEME (FSCS)?

We are covered by the FSCS. You may be entitled to compensation from the scheme if we cannot meet our obligations. This depends on the type of business and the circumstances of the claim.

Here are some typical examples:

Investments	Most types of investment business are covered up to a maximum limit of £85,000 if the firm failed after 01/04/2019. If the firm failed between 01/01/2010 and 31/03/2019, the maximum limit is £50,000.
Deposits	£85,000 per person per firm (for claims against firms declared in default from 1st January 2017). For joint accounts, up to £170,000 is covered.
Insurance	Insurance advising and arranging is covered for 90% of the claim, without any upper limit. For compulsory classes of insurance, insurance advising and arranging is covered for 100% of the claim, without any upper limit.
Mortgage and Equity Release products	Mortgage and equity release advising and arranging is covered up to a maximum limit of £85,000 if the firm failed after 01/04/2019. If the firm failed between 01/01/2010 and 31/03/2019, then the maximum limit is £50,000 per eligible person, per firm.

Further information about compensation scheme arrangements is available from the FSCS.