Information about our Costs and Services

Last updated – 21/10/2024

This document tells you about us; explains what services we offer and how much these services cost. It is important you understand how we operate, how we charge and how we manage client relationships. We will be pleased to answer any questions you may have once you have taken time to read this important document.

What we do

Teylu Financial Planning is a financial planning business focused on helping you to understand and create a plan for your financial future.

We look objectively at your situation, reviewing and analysing your current arrangements, applying a long-term view to offer solutions that work for you as your priorities change over the years.

We advise on everything from investments to lifestyle protection; from planning for education to planning for retirement. We manage investments on your behalf. We also help preserve family wealth through timely inheritance and succession planning.

We are regulated by the Financial Conduct Authority in the following areas.

- Pensions and Investments. We are an independent financial adviser (please refer to our Important Information (Terms and Conditions) document for detailed information)
- Non-investment insurance and protection.

We help you to choose the right investment. We advise you on the best ways to protect your family and your lifestyle.

Our service

There are four stages to our service proposition, as follows:

1. Initial Discussions and Discovery
2. Analysis and Planning
3. Implementation
4. On-Going Service and Forward Planning

SERVICE PROVIDED	OUR FEE
1. Initial Discussions & Discovery An in-depth meeting or series of meetings to find out about you and your aspirations & objectives. We will look at where you are now; where you want to be; we will review your existing situation and arrangements. This stage is provided at our expense which enables us both to assess whether what Teylu have to say and how we work is of relevance & value to you. During this consultation we will explain how we can support you and will discuss the cost and services both initially and throughout our relationship with you. If our service is not of relevance & value then we wish you well & there is no further obligation or commitment required from you.	At our expense.

SERVICE PROVIDED

2. Analysis and Planning

- Analysis – we will carry out a detailed examination of your current situation and objectives.
- Planning – then we will prepare a written plan which we will review with you. We will bring to your attention & make recommendations for action in the areas that do not match your goals these are also likely to include tax planning & cost saving opportunities.

AREA COVERED	OUR FEE
Your Financial Plan We analyse your current situation, your goals, aspirations and needs. We also use financial modelling software to help determine your exact situation and assist us in developing your coherent and flexible long-term strategy.	Our Analysis, Planning & Recommendations are produced for a Fixed Fee of £1,495.00. We will agree in writing prior to any work commencing.
Protection against Catastrophe A review and analysis of any existing arrangements. We consider the implications for your family and your business (if appropriate) of your premature death or disability & offer solutions that provide you with peace of mind.	
Pension & Investment Analysis We provide an in-depth review of your pensions and investments with commentary as to their suitability in your circumstances. Your Financial Plan will help us determine the return you require on your capital to achieve your objectives. You will discover: • how much is "enough" • how to spend down your assets in the most tax-efficient manner • how to distribute your assets to your heirs	
Trust & Estate Planning Service We offer a complete review of your Estate calculating your Inheritance Tax position and recommending suitable solutions to help reduce any Inheritance Tax bill your beneficiaries may face. A detailed and comprehensive review includes the consideration of various solutions to help protect your estate.	
Financial Organisation A full analysis and schedule of your Portfolio of Policies & Plans.	**Notes** We will invoice you for this fee.

SERVICE PROVIDED

3. Implementation of our Advice

Having considered our Recommendations & your Financial Plan we now need to Implement the actions proposed.

AREA COVERED	OUR FEE
Stress Free Implementation We will arrange all necessary actions to ensure your decisions are implemented thoroughly, accurately and in a timely fashion. Teylu handle all of the administration & keep your involvement to a minimum. We will: • deal with all necessary paperwork. • liaise with your other professional advisers • deal with any changes to your existing arrangements. • keep you informed of progress • contact you when arrangements are completed to confirm what has been done and emphasise any documentation you need to retain.	We will agree the total fee due in writing prior to any work commencing. (a) lump sums We charge 0.85% of the amount you invest and/or transfer (post-payment of the Pension Commencement Lump Sum in Drawdown cases), capped at £1,250.00 per product or per transfer where a consolidation is recommended. This payment can either be facilitated by the product provider when they receive your funds or paid directly by you. Example For an investment of £100,000 our fee would be £850 (£100,000 x 0.85% = £850).
Portfolio Construction Service Personalised portfolio design and construction to meet your lifestyle objectives. Utilising scientific Risk Profiling methodology to facilitate the design of a suitable Asset Allocation.	Notes This Fee is payable in addition to the Analysis, Planning & Recommendation Fee as described in section 2 above. An Implementation fee is not charged for advice on subsequent/future investments for existing clients who are paying for an Ongoing Review Service.
Financial Organisation We have adopted some of the leading technologies available to put you in control of your finances.	
3. Implementation (b) Regular Contributions "Stress Free Implementation" as above.	The Implementation fee is not charged for regular contributions.
3. Implementation (c) Insurance and Protection "Stress Free Implementation" as above.	If our advice recommends the establishment of protection plans our advice costs will usually be covered by the commission payable from the insurance company concerned. Where this is insufficient to cover our advice costs, we will quote a fee to cover any shortfall.

SERVICE PROVIDED

4. Ongoing Service & Forward Planning

For most clients we believe ongoing advice and planning is essential. By engaging in our Ongoing & Forward Planning Service you assure yourself of regular financial check-ups and access to solutions brought to you by the Teylu team.

AREA COVERED

Regular Forward Planning Meetings

Regular Planning Meeting (at least annually) with your Adviser including:

- A complete review of your financial strategy.
- Update on your portfolio & progress towards meeting your objectives.
- An update on any tax and/or legislation changes.

Portfolio Monitoring

- 24/7 online access to Portfolio Valuations
- Daily Portfolio Monitoring.
- Re-balancing of Asset Allocation to Benchmark.
- Written Portfolio Valuations on request.

Investment Income Service

- Helping determine where to draw income from and in what order.
- Making sure your spending needs are met tax efficiently whilst also minimising investment risk.

Adviser Access

- Unlimited Face to Face Access to your Adviser between Review dates.
- Unlimited Telephone & Email Access.

Remove the Hassle Service

We will maintain Records of Your Portfolio of Policies & Plans and can provide Written Schedules on Request.

You will have access to our Client Portal. This is an invaluable tool on which to view financial information and interact via a secure online 'hub' anywhere and on any device. You can view fund and portfolio details, get valuations and assess progress against your goals. It also provides secure online storage for all those important documents.

OUR FEE

We charge a percentage of your total investment and/or pension funds, subject to a minimum charge of £600.00 per annum. The percentage charged varies depending on the fund value as follows:

Total value of all funds (pensions & investments)	Percentage charge
£0 – £1m	0.85%
£1m - £2m	0.6%
£2m - £5m	0.3%
£5m+	0.15%

Examples

If the value of your combined funds was £1.65m, the following rates would apply:

- £1m x 0.85% = £8,500
- £650,000 x 0.6% = £3,900
- A total of £12,400 or 0.75% of your entire portfolio

Reconfirmation of Previous Advice

We will provide you with a post-review report, letter, or e-mail confirming the agreed course of action including rationale.

This will include:

- Research and assessment to analyse and assess the current value of your portfolio and identify any potential changes required.
- Confirming/updating your information including understanding any changes to your requirements and situation by means of an appropriate combination of personal meetings, telephone discussion and correspondence.
- Provision of valuation report/forecasts (where appropriate) and discussion to outline and explain the progress of the portfolio and discuss any changes required.
- Implementation of plans/policies making arrangements to put any recommended and agreed portfolio changes into effect.

Note

Please note funds will be withdrawn from your investment to pay for the ongoing review service. The actual amount will fluctuate in line with the value of your investments.

The fee will become due from the month after the inception of any transaction and will be paid monthly or quarterly in arrears, until cancelled by either party, at which point the ongoing review service will cease. It will be paid directly to us by the product provider and will be deducted from the value of your investments.

AD-HOC SERVICES

The majority of our work will be charged as described above. Under certain circumstances it may be appropriate to charge a fee based upon the time required to provide the advice; the value of the advice being delivered and including the level of expertise and responsibility involved.

The breadth and scope of work required will vary depending on circumstances and requirements and therefore we will agree in advance, prior to commencing the work, a fixed fee.

PAYMENT METHODS

You can authorise providers to facilitate payment of our fees by deducting appropriate amounts from your investments. This reduces the amount invested and restricts future growth potential. Alternatively, we may agree that you will pay the fee directly to us. Fees calculated by percentage will fluctuate in line with the value of your investments.

Some Questions and Answers

Where are meetings held?
Home, office, virtually or a "neutral" location – whatever is most convenient.

When are meetings held?
During 'normal' office hours – typically between 09:00 and 18:00. However, meetings outside these hours are available by arrangement.

What should I bring to our first meeting?
Yourself & beneficially also your spouse or partner. As far as paperwork goes anything you feel relevant.

What Qualifications do you hold?
A Chartered Financial Planner demonstrates a commitment to professional standards and continued professional development. In order to become Chartered a minimum level of qualification, service levels and on-going training must be achieved and then verified by the Chartered Insurance Institute.

Do you have a website that can provide access to my Portfolio as well as updates & other information?
We do. Additionally (if required) we can provide you with access to our secure online 'hub' on which you can view your financial information; communicate with us and store documents.

What protection do I have against you becoming insolvent or going out of business?
We don't 'handle your money' we simply advise on how best it be deployed amongst a range of financial institutions and/or fund managers. If we go out of business (which we don't intend to) you would simply need to seek out another suitable advisory firm.

If you have any further questions, please do not hesitate to get in touch.