

EQUITY PENSION SCHEME

YOUR QUESTIONS ANSWERED



Presented by



Administered by

first act
a trading name of hencilla canworth



WHO WE ARE

Hencilla Canworth Ltd (First Act) is the appointed Insurance Intermediary to both Equity and the Musicians' Union.

The earliest of these appointments date back to 1995 and in that time we have established insurance products for members and non-members alike.

Depending on your membership status you can have access to the following:

- Equity Pension Scheme *
- Public Liability Insurance
- Backstage & Accident Cover
www.firstactinsurance.co.uk
- Specialist insurance products for the Performing Arts *
www.firstactinsurance.co.uk
- Tax Investigation Cover *
- Motor, Buildings and Household Insurance *
- Independent Financial Advisory Service *

* Union Membership NOT required

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YOUR QUESTIONS ANSWERED...



Q1. What type of pension is the EPS?

It is a Personal Pension Plan which is a Qualifying Workplace Pension Scheme.

Q2. What is a Personal Pension Plan?

It is an investment vehicle, with the primary purpose of building a capital sum to provide retirement benefits.

Q3. Who manages the EPS?

First Act – the Scheme Administrators, your point of contact

AVIVA – the Product Provider

Q4. Why First Act & AVIVA?

First Act is Equity's appointed Insurance Adviser and an Independent Insurance Intermediary. AVIVA is one of the largest pension providers in the UK.

Q5. How can the EPS work for me?

1. You can benefit from contract related contributions
2. You can make personal regular contributions
3. You can make one-off payments

Contract related contributions are deducted directly from your salary by the Production Company. You do not have to be an Equity member to join the EPS.

Q6. How do I join?

OPTION ONE - ON LINE

Go to www.firstact.co.uk and follow the 'Join the EPS' link.

OPTION TWO - BY TELEPHONE

Contact First Act on **020 8686 5050**.

OPTION THREE - BY POST

Download, complete and return the personal information form.

Once you have joined you will receive your personal EPS Membership Number.

Q7. Where is my money invested?

Initially you will be in the AVIVA Mixed Investment (0-35% Shares) Pension Fund Series 6. However, there is a wide range of funds available and these can be viewed at www.aviva.co.uk/pension-essentials

Q8. I already have another personal pension

This is fine, you can have as many Personal Pensions as you like.

Q9. When can I benefit from my EPS?

Currently at any age between 55 – 75.

Q10. If I die before I retire?

100% of your fund is paid tax free to your estate or nominated beneficiaries.

Q11. How will Production Companies' contributions affect my Income Tax?

As they are treated as an enhancement to your salary they will form part of your gross income and will be subject to income tax. However, when the contributions are paid into your EPS they will receive tax relief at source.

Q12. Should I detail contributions on my Tax Return?

We recommend that you do. A schedule of contributions can be obtained from First Act.

Q13. What is Auto-enrolment – could it affect me?

Yes, it definitely could – [Click here](#) for details.

Q14. What are the charges on the EPS?

[Click here](#) for a sample non contract related illustration and [Click here](#) for a sample contract related illustration.

THEATRE CONTRACTS

- HOW THE EPS WORKS IN THEATRE



As an EPS member you benefit from a contribution paid by your employers, equal to a percentage of your engagement fee. Details of these and the participating employers are shown opposite.

To qualify, you agree to make a contribution from your weekly fee. Again details are shown opposite.

The employer contribution is added to your salary and then deducted together with your personal contributions.

There is no need for a direct debit or chance of spending the contributions by mistake as both yours and the employer contributions are sent directly by the employer to First Act, for investment on your behalf.

Once with AVIVA, basic rate tax relief is added.

A theatre example (SOLT) based on a fee of £500.00 per week

| | |
|---------------------------------|--------------------------|
| Your contribution | £12.50 per week |
| Manager Contribution | £25.00 per week |
| Total Net Contribution | £162.50 per month |
| Total Gross Contribution | £203.12 per month |

Over a month, you would have paid approximately £50.00, but a monthly investment of **£203.12** is achieved.

THEATRICAL EMPLOYERS CONTRIBUTING TO THE EPS

West End Managers (SOLT), Disney (UK) Theatrical & The Globe

The Manager will contribute an amount equal to 5% of your fee. After two years continual employment with the same Manager this increases to 7.5% and 10% after five.

2.5% personal contribution, rising to 3.75% and 5%.

Subsidised Repertory UK Theatre (TMA)

The Manager will contribute an amount equal to 3% of your fee.

2% personal contribution.

Commercial UK Theatre (TMA) & QDOS Entertainment plc

The Manager will contribute an amount equal to 5% of your fee.

2.5% personal contribution.

Royal National Theatre

The RNT will contribute an amount equal to 4.5% of your fee.

3.5% personal contribution (4.5% from 2016).

Royal Shakespeare Company

The RSC will contribute an amount equal to 5% of your fee.

2.5% personal contribution.

TV, RADIO & FILM CONTRACTS

- HOW THE EPS WORKS IN TV



Basically, the same as for theatre, but your contributions will be based on either your episode fee or weekly fee, whichever basis brings you the most benefit.

A television example based on a fee of £1,000.00

| | |
|---------------------------------|---------------|
| Your contribution | £25.00 |
| Manager Contribution | £50.00 |
| Total Net Contribution | £75.50 |
| Total Gross Contribution | £93.75 |

You would have paid £25.00, but an investment of **£93.75** is achieved.

TV, FILM & RADIO EMPLOYERS CONTRIBUTING TO THE EPS

Television Production Companies

BBC television and ITV companies will contribute an amount equal to 5% of your engagement/episode fee or weekly equivalent up to a maximum of 5% of 3 x the current minimum engagement fee*.

2.5% personal contribution.

PACT and TAC Independent TV Production companies will contribute an amount equal to 5% subject to a maximum per engagement/weekly/episode fee*

2.5% personal contribution.

Film

UK Film production companies will contribute an amount equal to 6% of your engagement fee subject to a reviewable maximum*.

3% personal contribution.

Radio

BBC Radio will contribute an amount equal to 5% of your engagement/weekly/episode fee.

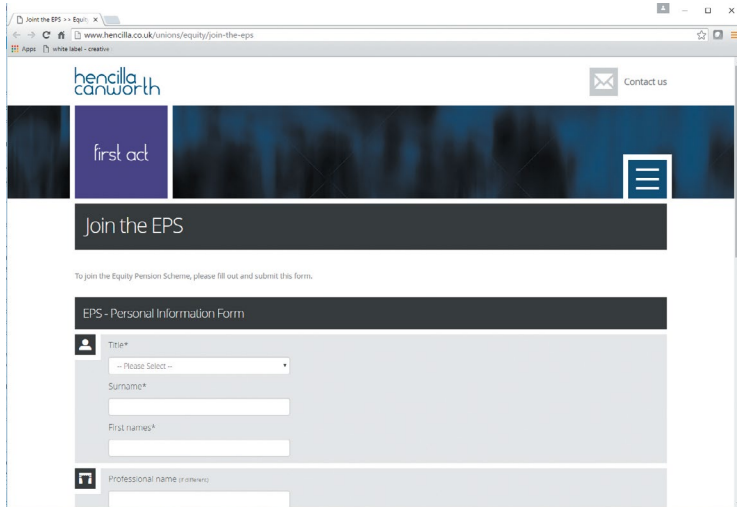
2.5% personal contribution.

It is the responsibility of the Artist to notify the Producer prior to the engagement that they are a member of the pension scheme and to provide their pension membership number in the space provided in the form of engagement.

* For details of the current contribution caps please contact Andrew Barker at First Act 020 8686 5050 or eps@firstact.co.uk

HOW TO JOIN THE EPS

To join the EPS go to www.firstact.co.uk and follow the 'Join the EPS' link.

A screenshot of a web browser showing the 'Join the EPS' form on the Hencilla Canworth website. The browser address bar shows 'www.hencilla.co.uk/unions/equity/join-the-eps'. The website header includes the 'hencilla canworth' logo and a 'Contact us' link. Below the header, there is a 'first act' logo and a 'Join the EPS' heading. The form itself is titled 'EPS - Personal Information Form' and contains several input fields: 'Title*' with a dropdown menu, 'Surname*', 'First name*', and 'Professional name (if relevant)'. There is also a 'Contact us' button in the top right corner of the form area.

Or you can also join simply by calling us on **020 8686 5050** and supplying us with information verbally.

HOW TO COMPLAIN



If you have any complaints regarding the EPS please write to:

Hencilla Canworth Ltd (First Act), Simpson House,
6 Cherry Orchard Road, Croydon CR9 6AZ

email: eps@firstact.co.uk or Telephone: 020 8686 5050.

If you have any questions or doubts regarding the EPS you should seek our expert advice. Because this investment may go down as well as up, you may not get back the full amount invested. Levels and bases of; and reliefs from taxation; are subject to change and depend upon the individual's personal financial situation.

CONTACT US

If you have any queries please contact:

Andrew Barker

Administration / Technical & Contributions

Tel: 020 8686 5050

email: andrew.barker@firstact.co.uk

David Pollard

Independent Financial Adviser

email: david.pollard@firstact.co.uk

David Flood

Independent Financial Adviser

email: david.flood@firstact.co.uk

Hencilla Canworth Ltd is registered in England. No. 1593283.

Hencilla Canworth Ltd is authorised and regulated by the Financial Conduct Authority. 226263.

Hencilla Canworth Ltd
Simpson House
6 Cherry Orchard Road
Croydon CR9 6AZ

Tel: 020 8686 5050 **email:** eps@hencilla.co.uk

www.hencilla.co.uk

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V4.3/04.2016