Welcome to Savings Matters!

We are delighted to have you as a new customer. Thank you for choosing us to assist you with your financial planning and insurance needs. Our mission is to provide you with expert advice and exceptional service to help you achieve your financial goals.

As a valued customer, you can expect the following from us:

1. **Personalised Service**: We take the time to understand your unique financial situation and goals to provide tailored advice and solutions.

2. **Expert Advice**: Our team of experienced financial advisors is dedicated to helping you navigate the complexities of financial planning, investment, retirement, tax, estate planning, and insurance.

3. **Transparency**: We believe in clear and open communication. You will receive detailed information about our services, fees, and the products we recommend.

To get started, please find enclosed your personalised Financial Planning report.

We kindly ask you to review this document carefully. If you have any questions or need further clarification, please do not hesitate to contact us

Warm regards,

John Smith
Managing Director
Your Title

01 2345678
info@savingmatters.ie
Savingmatters.ie

Meet Your Advisor

Margaret O’Shea

Location	Dublin
Areas of expertise	Pensions and saving

Professional Background: Margaret is a highly experienced and dedicated financial broker with over 15 years of expertise in the financial services industry. Based in Dublin, Ireland, Margaret is committed to helping clients achieve their financial goals through personalized and strategic financial planning.

Professional Philosophy: "Financial success is built on trust, transparency, and a deep understanding of each client's needs. My goal is to empower my clients with the knowledge and tools they need to make informed financial decisions and achieve long-term financial security."

Personal Interests: Outside of work, Margaret is an avid supporter of local charities and enjoys participating in community events. She is passionate about financial education and frequently conducts workshops and seminars to help individuals improve their financial literacy.

123 Finance Street

01 2345678

Margaret@smatters.ie

Savingsmatters.ie

PENSIONS

OUR SIMPLE GUIDE

WHAT IS A PENSION?

A pension is a long-term savings plan designed to help you accumulate funds for your retirement. It offers tax advantages and provides a regular income during your retirement years. Pensions are a crucial part of financial planning, ensuring that you have sufficient funds to maintain your lifestyle when you stop working.

TYPES OF PENSIONS

State pension

Occupational pension

Personal pensions

KEY FEATURES OF PENSIONS

Tax Relief
Contributions to your pension plan are eligible for tax relief, reducing your taxable income.

Investment Growth
Pension funds are typically invested in a range of assets, allowing your savings to grow over time.

PLANNING FOR RETIREMENT

Assess Your Retirement Goals
Determine how much income you will need in retirement to maintain your desired lifestyle.

Evaluate Your Current Savings
Review your existing pension plans and other retirement savings.

Contribute Regularly
Make regular contributions to your pension plan.

CONTACT

info@savingmatters.com
01 2345678
123 Finance Street
Dublin

SERVICES

Pensions
Savings
Investments

Statement of Suitability

Important Notice - Statement of Suitability
This is an important document which sets out the reasons why the product(s) or service(s) offered or recommended is/are considered suitable, or the most suitable, for your particular needs, objectives and circumstances.

Financial Advisor:	**John Smith**	Date:	**07 January 2025**

Client:	**Mr Patrick Jordan**
Age:	**31**
Retirement Age:	**60**

Recommended Product:	**Personal Pension**

After analysing your personal circumstances from the information you provided me with and the fact find we completed, the following are my recommendations.

1. Your Personal Circumstances

- You are self-employed./You are in non-pensionable employment.
- You are in good health.

2. Your Needs and Objectives

- You wish to provide a total retirement income from all sources of EUR30000 at your target retirement age.
- Based on your current retirement provision I have determined that you will have an income shortfall at your retirement age.
- You are looking for a return in excess of inflation.
- You want to maximise the tax reliefs that are available.
- You are happy to take some risk with your retirement plan in order to get a better potential return than deposits.

3. Your Financial Situation

- Your earnings are EUR50000.
- You have earnings for pension purposes.
- You pay tax at the standard/higher rate.
- You have other retirement plans worth EUR35000. You are currently making contributions to other plans of EUR500 per month.
- We have assessed your need for emergency capital and you are comfortable your circumstances are covered/you are going to put EUR_____ into a deposit account as an emergency fund.
- In terms of affordability, I have assessed your income and outgoings (including pension contributions, where relevant). Based on these calculations, it shows that you have approximately EUR500 per month of disposable income. Your proposed plan is affordable and within your current budget.
- We have captured all this and more in the fact find completed on xx/xx/xx, a copy of which is enclosed.

4. Recommended Product: Personal Pension

- I have examined your financial needs, and I believe you should take out a Personal Pension. I outline below the reasons for my recommendation.
- You are looking to make a single contribution to your Personal Pension.
- You want to take advantage of available tax relief on pension contributions.

- I have made you aware of the gross and net cost of contributing to the plan and the long term nature of this plan.
- The Personal Pension is suitable as it has access to a wide range of funds with exposure to different asset classes and offers a competitive charging structure.
- These plans are not guaranteed but over the long term may produce a return in excess of deposits.
- This retirement plan allows you increase or reduce your contribution level at any time / allows you to make additional single contributions.
- This plan is designed as a long term retirement product and generally you will not have access to this fund until at least age 60.
- This plan is in line with your personal circumstances and suits your requirements. We recommend that this retirement plan is reviewed at least every year.

5. Our Recommended Product Provider

- We are authorised to advise on x pension companies in Ireland and recommend that you effect a retirement plan with Zurich Life Assurance plc.
- Zurich Life is one of Ireland's largest Pension, Investment and Protection Providers. Zurich Life is a member of the Zurich Insurance Group, a multi-line insurer serving customers in more than 210 countries and territories.
- The Zurich Life Personal Pension product has a clear charging structure. There is a x% annual fund management charge and a policy fee of EURx per month.
X% of your single contribution is invested in your fund.
X% of your regular contribution is invested in your fund.
- You have access to a default investment strategy.
- This plan has access to Zurich Life's wide range of funds which gives you access to many different types of assets classes, sectors and geographies. You can spread your contributions over a number of these funds.
- Zurich Life allows you to switch between funds.
- Zurich Life's range of funds allows you to decide upon your own personal reward-risk profile and these funds allow you to match your attitude to Risk/Return with your chosen fund(s).

6. Risk profile of this product and your Attitude to Risk

- Based on the answers to the risk profiler your risk profile rating is a 3 on a scale of 1 (Very low risk) to 7 (Very high risk). A 3 is a Low to medium risk rating. You are likely to accept some risk in return for the potential of higher investment gains over the long-term. You want to try to avoid large fluctuations in the value of your investment, but accept there will be some fluctuation, particularly over the short-term.
- You have selected the following fund - Prisma 3 - which has a risk rating of 3 and are happy to proceed with this fund.
- You understand the trade-off between risk and return.
- This means that you have a low level of emergency funds, or few other investment assets. Poor performance on this investment could put you in financial difficulty.
- This means that you have some level of emergency funds, or other investment assets you could use if necessary. Poor performance on this investment is not likely to put you in financial difficulty.
- This means that you have sufficient emergency funds, and you have other investment assets. Poor performance on this investment will not put you in financial difficulty.
- You understand that investment funds can fall as well as rise and values are not guaranteed. Your investment does not provide any capital guarantee.

7. Guarantees and Limitations

- The investment is not guaranteed to return your capital or achieve any rate of return.
- There is no guarantee that the return on this pension policy will match or beat inflation.
- There is no guarantee that this contract will provide enough to pay any particular income in retirement.
- Tax relief and benefit options can be subject to amendment by governments.
- You will not have access to this retirement plan until aged 60 unless you are seriously ill.
- You may have to wait for an extended period in order to encash any investments in property.

Please read the Guarantees and Limitations section

I have provided you with a Customer Guide and a copy of your Policy Document which explains how this policy works in more detail. Please read them carefully and make sure you understand the benefits provided by the policy.

Statement of Suitability - continued

Additional notes

Advisor Name: .....

Advisor Signature: ..... Date / /

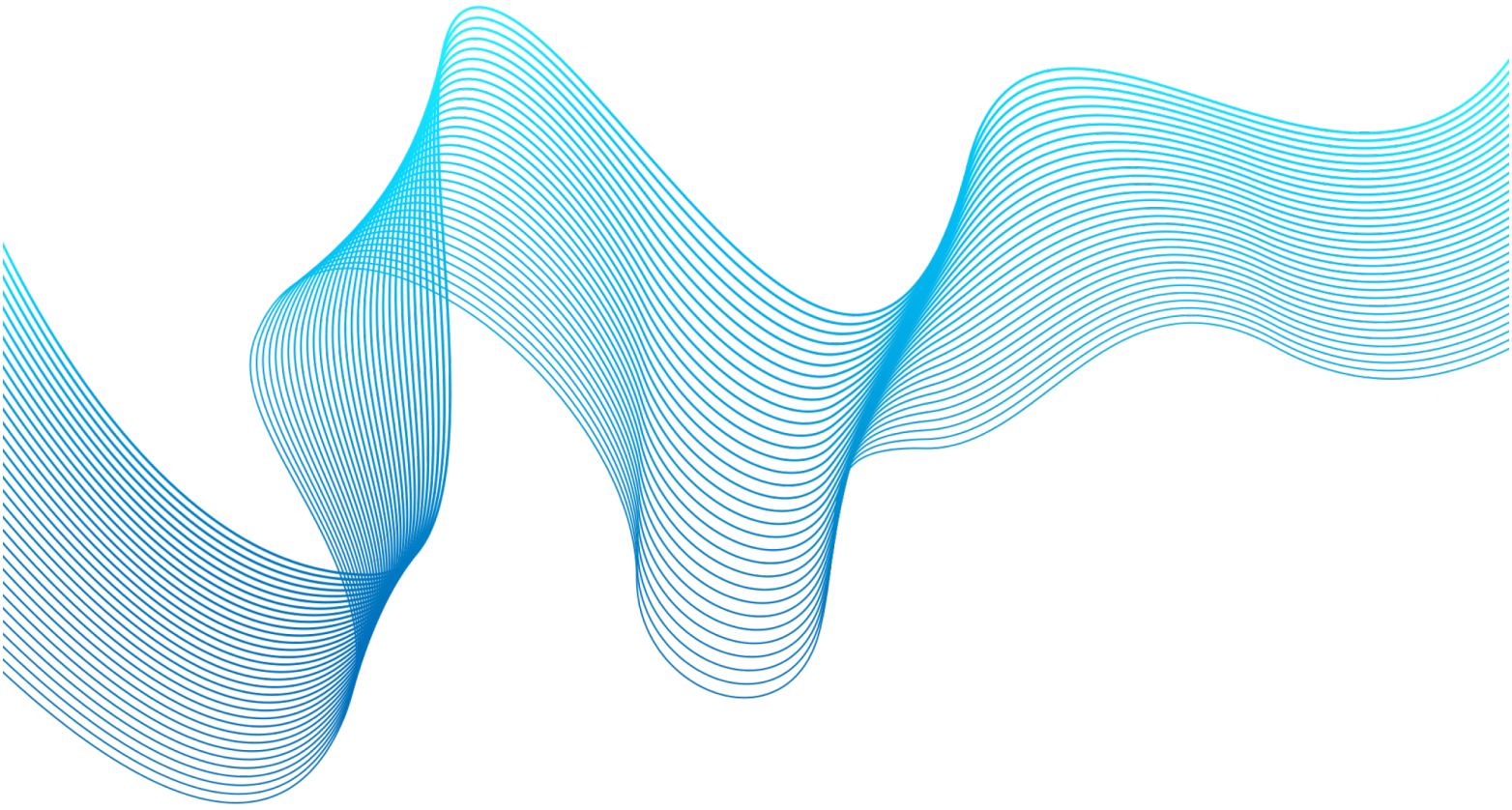
I confirm that I/we have read and understand this Statement of Suitability and I/we wish to proceed with this recommendation.

Client Name: **Patrick Jordan**

Client Signature: ..... Date / /

Financial Planning

Mr Patrick Jordan



An Overview of our Product Recommendation

Personal Pension

Monthly Contribution	**€150.00**
Single Contribution	**€150,000.00**
Chosen Retirement Age	**60**

- A Personal Pension is designed to allow you to build up a retirement fund by making regular contributions and/or a single contribution.
- You decide how much to contribute to your pension and you can stop and restart making contributions at any time without penalty.
- You can choose from a range of investment funds suitable to the level of risk you wish to take. The value of your investment will go up and down depending on the performance of those funds.
- You may be able to claim tax relief on your contribution.
- A Personal Pension product is suitable if you are self-employed, or an employee whose employer does not offer an occupational pension scheme.
- When you reach your retirement age (usually a minimum of age 60 and up to age 75), you can take your retirement benefits in the form of an annuity (a guaranteed income for life) or an Approved Retirement Fund (an investment product from which you can draw down an income as you require). You may also be able to take a tax free lump sum.

WARNING: The value of your investment may go down as well as up.
WARNING: The income you get from this investment may go down as well as up.
WARNING: If you invest in this product you may lose some or all of the money you invest.
WARNING: This product may be affected by changes in currency exchange rates.

Key thoughts when planning your retirement

Can you rely on the State Pension?

The maximum rate of State Contributory Pension is currently worth about €1,250 a month (Citizens Information Board, January 2025). It‘s helpful but it‘s not going to give you a comfortable life on its own. The State Pension is funded by taxes paid by Ireland‘s workforce. But Ireland‘s population is ageing, so in the future there will be more retirees sharing a smaller pot. In short, you should not rely on the State to provide your pension. The only way to ensure the retirement you want is to take ownership of it now.

You're never too young or old to start

You can start a pension at any time. The older you are the bigger the contribution you will have to make to guarantee a healthy retirement fund. Obviously, it helps to start early. The sooner you start making pension contributions the better off you will be when you finally retire.

How much to save?

This is, perhaps, the single most important consideration. Of course, it‘s up to you but it usually depends on these main factors - when you would like to retire, what lifestyle you would like in retirement and how much can you afford to save. This may vary for lots of reasons throughout your working life.

A pension is the most tax efficient way to save

The government encourages us to save for our future by offering valuable tax relief on retirement funds. Other forms of saving, like bank accounts or savings plans, do not attract such incentives.

The table below shows the actual cost of pension contributions when tax relief is taken into account. As you can see it is significantly lower.

Your monthly pension contribution	Less tax relief	Actual cost to you
€200	40% tax relief*	€120
€200	20% tax relief*	€160

* Based on income tax rates as at January 2025. Source: Revenue.ie. These rates may change in the future.

WARNING: If you invest in this product you may lose some or all of the money you invest.

What‘s your attitude towards risk?

All of your pension contributions will be invested in an investment fund or a combination of investment funds, with a view to growing your retirement pot. How that money is invested depends on how much risk you are prepared to accept. Everyone‘s attitude to risk is different.

Choosing your own investment strategy will involve deciding on the level of return you are looking for and balancing it against the level of risk you are comfortable with. This is called your Risk Profile.

As a general rule of thumb, the further you are from retirement, the more adventurous you can be with your investment choices. There are a wide range of investment solutions depending on the level of investment risk that you are comfortable with.

What happens when I retire?

On retirement you can take a cash lump sum that is tax free, subject to Revenue limits. You'll want the remainder of your retirement fund to see you through the rest of your life, so it‘s important to consider options that will suit your personal circumstances best.

There are two main choices:

(i) An income for life (Annuity)

This is a secure retirement option that provides a steady cash flow until you die. The benefit dies with you and you can't pass it on to your estate.

(ii) A retirement fund you can control (ARF)

An Approved Retirement Fund (ARF) gives you extra control over your pension fund when you retire. Basically, you continue to invest your retirement fund and draw down a regular income at the same time.

The ARF is yours to invest and budget as you see fit (making sure it doesn't run out) and you can pass it on to your estate when you die.

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WARNING: If you invest in this product you may lose some or all of the money you invest.
WARNING: The income you get from this investment may go down as well as up.

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Why choose Zurich?

Zurich Life Assurance plc ('Zurich Life') is one of Ireland's most successful life insurance companies, offering a full range of Pension, Investment and Protection products. It has been meeting its customers' needs in Ireland for 40 years. The investment team, based in Blackrock, Co. Dublin, is responsible for funds under management of approximately €39.6 billion, of which pension assets amount to €34.3 billion (as at 30th September 2024).

Zurich Insurance Group (Zurich) is a leading multi-line insurer that serves its customers in global and local markets. With more than 56,000 employees, it provides a wide range of property and casualty, and life insurance products and services in more than 210 countries and territories. Zurich's customers include individuals, small businesses, and mid-sized and large companies, as well as multinational corporations. The Group is headquartered in Zurich, Switzerland, where it was founded in 1872.

Understanding investment risk

IMPORTANT INFORMATION

This report uses the Zurich Life Risk Profiler, an illustrative tool designed to assist you in beginning to understand your attitude to risk which is an important step before making an investment. The Zurich Life Risk Profiler does not constitute advice from Zurich Life. It is very important that you review your overall situation and investment needs with us prior to making an investment.

NOTE: We have inserted an externally-sourced Risk Profile for this product

Throughout this document, we have provided some information on the risk level of your potential investment with Zurich. We use a 1-7 scale to assess investment risk, and the table below shows what each point on the scale means.

It is important that the funds you invest in meet your needs - both in terms of delivering performance and their appropriateness to the level of risk you wish to take.

1	You are a '**very low risk**' investor. You are not willing to accept any significant risks with your money, accepting the prospect of low returns to achieve this.
2	You are a '**low risk**' investor. You are likely to accept limited risks with your money and will want to try to avoid large fluctuations in the value of your investment, accepting the prospect of more modest returns to achieve this.
3	You are a '**low to medium risk**' investor. You are likely to accept some risk in return for the potential of higher investment gains over the long-term. You want to try to avoid large fluctuations in the value of your investment, but accept there will be some fluctuation, particularly over the short-term.
4	You are a '**medium risk**' investor. You are likely to accept significant risk in return for the potential of good investment gains over the long-term. You accept there will be significant fluctuations in the value of your investment, particularly over the short-term. However, you will want to limit the amount of your money held in more risky investments.
5	You are a '**medium to high risk**' investor. You are likely to understand that the value of your investment can go down and up sharply with the potential for greater returns over the long-term.
6	You are a '**high risk**' investor. You are likely to aim for high possible returns and accept higher levels of risk, recognising that the value of your investment may fluctuate very sharply, particularly over the short-term.
7	You are a '**very high risk**' investor. You are likely to aim for the highest possible returns and accept the highest levels of risk, recognising that the value of your investment may fluctuate very widely, particularly over the short-term.

Risk Ratings

Your **Risk Profile** is a measure of the level of investment risk you are comfortable with having. If no risk profile is shown, we can help you to assess your attitude to risk.

The **Portfolio Risk Rating** is a measure of the level of investment risk associated with your potential investment with Zurich.

An Overview of your Potential Investment

Detailed below is information on all of the investment choices you are considering, including your own risk profile and the risk rating of your potential investment.

Your Personal Risk Profile: 3

1 2 **3** 4 5 6 7

Your Investment Portfolio Risk Rating: 4

1 2 3 **4** 5 6 7

You should ensure that the risk rating of the portfolio matches your risk profile as calculated in the Zurich Life Risk Profiler.

Additional Information

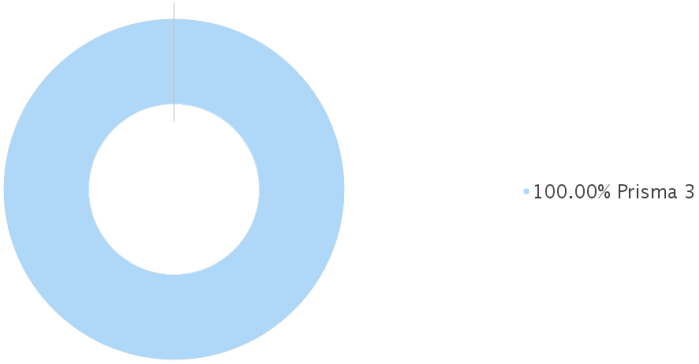
Portfolio Volatility: **5.46%**

The volatility of your potential portfolio is used to derive the risk rating. The volatility is calculated based on the historic returns of your potential portfolio.

Your Potential Portfolio

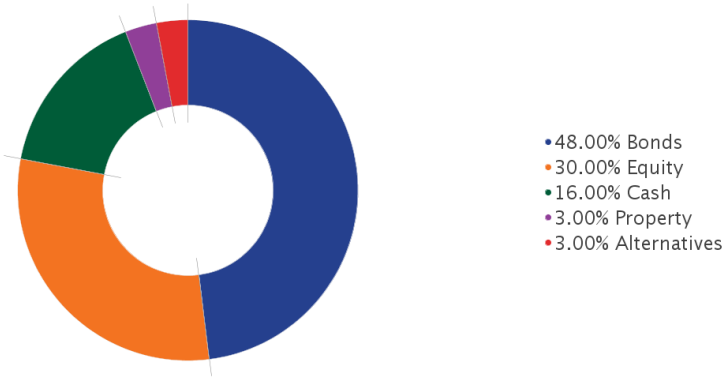
Fund Breakdown

You are considering the following funds



Asset Splits

Your potential fund choice(s) are currently invested in the following assets



WARNING: The value of your investment may go down as well as up.
WARNING: Benefits may be affected by changes in currency exchange rates.

How have your funds performed?

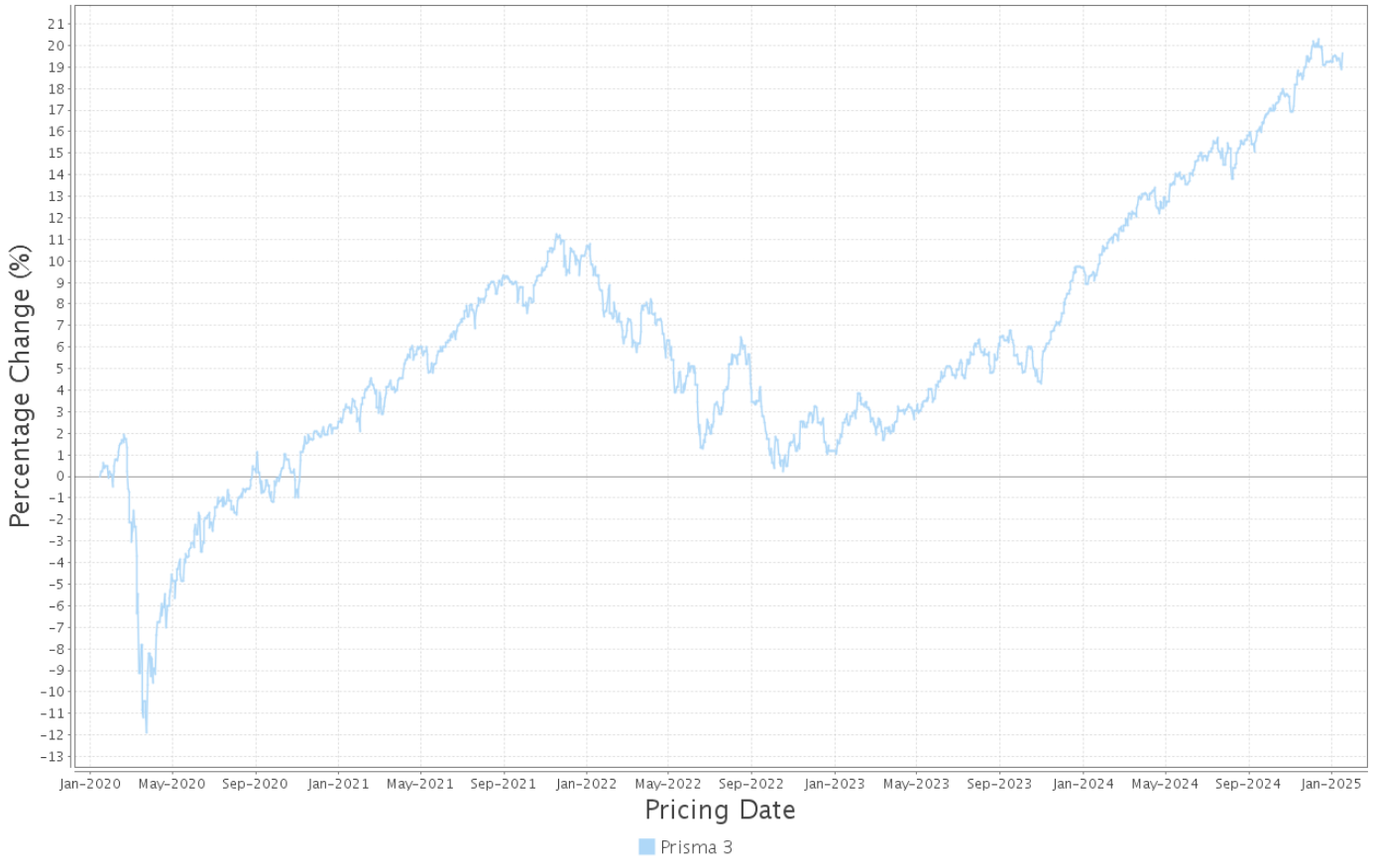
Detailed below is how your chosen funds are performing

Investment Performance as at 16 January 2025

(using latest available unit prices)

Fund Name	1 Year	3 Year (p.a.)	5 Year (p.a.)	10 Year (p.a.)
Prisma 3	9.26%	3.04%	3.65%	3.25%

Performance of Your Funds (from 16 January 2020)



Unless stated otherwise in the table above, the fund performance shown above is for Zurich Life's Pension / Gross of Tax Funds. For any PRSA contracts which you have, fund performance information is available on www.zurich.ie.

Annual Management Fees apply. The return shown is on an investment in the specified fund and not the premiums paid under a policy. The returns on policies linked to the specified fund will be lower because of the effects of initial charges and the annual management charge applicable to your policies.

WARNING: Past performance is not a reliable guide to future performance.

What‘s happening in the markets?

December 2024

In November, US stock markets climbed to new record highs following Trump's election victory. However, price pressures remain elevated, with US core inflation holding at 3.3% year-over-year in October, indicating that inflation is not yet fully gone away. Treasury yields (which move inversely to price) fluctuated in November, beginning to rise ahead of the election and gaining momentum weekly due to the potential for inflationary policies following Trump’s win. In contrast, European stocks experienced their worst month relative to the US since 1998. The Eurozone's economic outlook deteriorated, with increasing uncertainty stemming from political issues and trade conflicts. Inflation in Europe rose to 2.3% in November, but the ECB appears positioned to continue with rate cuts. Despite generally favourable market conditions in November, risks remain, including geopolitical tensions, potential inflation resurgences driven by tariffs, and global monetary policy uncertainties.

Cash

In November, central banks continued to lower interest rates. The Federal Reserve decreased the federal funds rate by 25 basis points, bringing it to a target range of 4.50%-4.75%. Similarly, the Bank of England reduced its policy rate by 25 basis points to 4.75%. Treasury yields experienced significant fluctuations in November, with the US 10-year yield reaching a high of 4.45%. The potential appointment of Scott Bessent as Secretary of the Treasury was well-received, bringing yields down by more than 10 basis points across the curve, to end November at 4.17%.

By the end of the month, 1 Euro purchased 1.058 USD, down from 1.088 the previous month. This rally in the USD was driven by the perception that Trump’s fiscal plans could be inflationary, potentially restricting the Fed’s rate-cutting cycle.

Bonds

In November, central banks continued to lower interest rates. The Federal Reserve decreased the federal funds rate by 25 basis points, bringing it to a target range of 4.50%-4.75%. Similarly, the Bank of England reduced its policy rate by 25 basis points to 4.75%. Treasury yields experienced significant fluctuations in November, with the US 10-year yield reaching a high of 4.45%. The potential appointment of Scott Bessent as Secretary of the Treasury was well-received, bringing yields down by more than 10 basis points across the curve, to end November at 4.17%.

Equity

The US election results were the primary driver of equities in November. All sectors ended the month in positive territory in Euro terms, with Consumer Discretionary and Financials leading the gains at 12.6% and 11.1% respectively. Although the overall environment remains favourable for equities, it is important to consider potential downsides. Many of Trump’s proposed policy measures could drive inflation, especially considering that the US economy is still growing above trend and the labour market remains relatively tight. Outside of the US, the election results were received with some caution, with the Europe ex-UK index rising only 0.14% for November.

Alternatives

Commodity returns were volatile in November. Gold ended the month down by -0.9%, while Copper saw a decline of -2.4% in Euro terms. The reduction of Russian gas deliveries to Europe and the unexpected closure of a large natural gas plant in Australia led to an increase in gas prices.

Source: Zurich Life

Important Notes

This document is designed to provide you with details of your potential investment.

The product is provided by Zurich.

Zurich Life Assurance plc
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Telephone: 01 283 1301 Fax: 01 283 1578 Website: www.zurich.ie
Zurich Life Assurance plc is regulated by the Central Bank of Ireland.

ZURICH

Launch Date:	11/10/2013
Fund Size	€2,494m
Number of Holdings	440
SFDR Class	Article 8

Risk Rating

1 2 3 **4** 5 6 7

The Fund has a risk rating of 4. Please see the Fund Guide for more details.

Fund Description

The Prisma 3 Fund is an actively managed fund which aims to achieve growth through capital gains and income from investing across a diversified range of global asset classes - equities, bonds, property, commodities, cash and alternative assets. The strategic and tactical asset allocation strategies employed by the fund managers aim to generate long-term capital growth while targeting a volatility range of 2% - 5% over a rolling 5 year period. This fund invests some of its assets outside the eurozone so a currency risk arises for a euro investor. As the fund is managed from the point of view of a euro investor any currency hedging that may be conducted will be into euros. This fund is managed by Zurich Life.

Prisma 3

The Prisma Range from Zurich

Yearly Investment Performance

Year	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Return %	-	-	-	-	7.0	2.7	4.1	2.2	-2.4	8.3	3.4	7.6	-8.6	8.5

Fund Performance

30/09/2019 - 30/09/2024 Powered by data from FE fundinfo

Prisma 3 Fund

Cumulative Performance (to 30/09/2024)

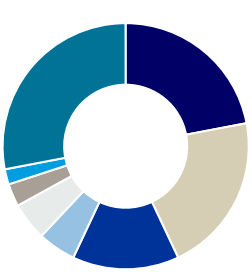
	3 Months	6 Months	1 Year	3 Years	5 Years
Prisma 3 Fund	1.9%	3.3%	11.0%	8.3%	19.6%

Annualised Performance (to 30/09/2024)

	3 Years P.A.	5 Years P.A.	10 Years P.A.	Since Launch P.A
Prisma 3 Fund	2.7%	3.6%	3.3%	3.5%

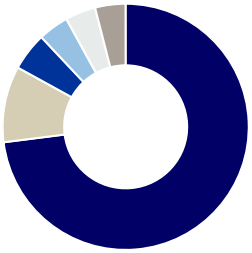
Notes: Annual management charges (AMC) apply. The fund performance shown is before the full AMC is applied on your policy.
Source: FE fundinfo. Returns are based on offer/offer performance and do not represent the return achieved by individual policies linked to the fund.

Asset Distribution (%)* as at 30/09/2024



Equities	22%
Short Term Government Bonds	21%
Short Term Corporate Bonds	14%
Medium Term Corporate Bonds	5%
Medium Term Government Bonds	5%
Alternatives	3%
Property	2%
Cash	28%

Geographic Distribution Holdings (%)* as at 30/09/2024



North America	73%
Eurozone	10%
UK	5%
Asia Pacific ex Japan	4%
Europe	4%
Japan	4%

Equity Sector (%)* as at 30/09/2024

Equity Sector Name	Equity Sector Weight
Information Technology	26%
Financials	17%
Industrials	12%
Consumer Discretionary	11%
Health Care	10%
Communications	7%
Consumer Staples	5%
Materials	5%
Energy	3%
Real Estate	2%
Utilities	2%

*Source: Zurich Life

Top Holdings* as at 30/09/2024

Stock
Apple Inc
Microsoft Corp.
NVIDIA Corporation
Alphabet Inc formerly Google Inc
Amazon.com Inc
Meta Platforms Inc
Broadcom Inc
Wal-Mart Stores Inc
Eli Lilly & Co
Oracle Corp

*Due to rounding some totals might not equal 100%

Warning: The value of your investment may go down as well as up.
Warning: Past performance is not a reliable guide to future performance.
Warning: This product/service may be affected by changes in currency exchange rates.
Warning: If you invest in this product you may lose some or all of the money you invest.

The top holdings and geographic distribution charts relate to the equity portion of the fund.
Property portion relates to ETFs invested in quoted property companies.
Alternative assets are generally in the form of ETFs. The number and type of alternative assets may change over time.
The Global Industry Classification Standard ("GICS") was developed by and is the exclusive property and a service mark of MSCI Inc. ("MSCI") and Standard & Poor's, a division of The McGraw-Hill Companies, Inc. ("S&P") and is licensed for use by Zurich Life Assurance plc. Neither MSCI, S&P nor any third party involved in making or compiling the GICS or any GICS classifications makes any express or implied warranties or representations with respect to such standard or classification (or the results to be obtained by the use thereof), and all such parties hereby expressly disclaim all warranties of originality, accuracy, completeness, merchantability and fitness for a particular purpose with respect to any of such standard or classification. Without limiting any of the foregoing, in no event shall MSCI, S&P, any of their affiliates or any third party involved in making or compiling the GICS or any GICS classifications have any liability for any direct, indirect, special, punitive, consequential or any other damages (including lost profits) even if notified of the possibility of such damages.

Visit **zurich.ie** for regular fund commentary.

Zurich Life Assurance plc
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Telephone: 01 283 1301 Fax: 01 283 1578 Website: www.zurich.ie
Zurich Life Assurance plc is regulated by the Central Bank of Ireland.
Intended for distribution within the Republic of Ireland.

October 2024

Terms of Business

1. Introduction

This document outlines the terms under which Saving Matters conducts business. It sets out our obligations to you and your obligations to us.

2. About Us

Saving Matters is a financial advisory firm based in Ireland. We are authorised and regulated by the Central Bank of Ireland.

3. Our Services

We provide the following services:

- Financial planning
- Investment advice
- Retirement planning
- Tax planning
- Estate planning
- Insurance advice

4. Client Classification

We classify our clients as retail clients, professional clients, or eligible counterparties. This classification affects the level of protection you receive. Unless we notify you otherwise, you will be classified as a retail client.

5. Our Charges

Our fees are based on a combination of:

- Fixed fees for specific services
- Hourly rates for advisory services
- A percentage of assets under management

We will provide you with a detailed fee schedule and agree on the fees before commencing any work.

6. Conflicts of Interest

We have a conflicts of interest policy in place to ensure that any conflicts are managed fairly and in your best interests. If a conflict of interest arises, we will inform you and discuss how it will be managed.

7. Communication

We will communicate with you in a clear and timely manner. You can contact us by phone, email, or post using the contact details provided in this document.

8. Confidentiality

We will treat all information you provide us with as confidential. We will not disclose any information to third parties without your consent, except where required by law.

9. Data Protection

We comply with the General Data Protection Regulation (GDPR) and the Data Protection Act 2018. We will collect, use, and store your personal data in accordance with our privacy policy, which is available on our website or upon request.

10. Complaints

If you are dissatisfied with our services, please contact us immediately. We have a formal complaints procedure, and we will investigate and resolve your complaint promptly and fairly.

11. Termination

You may terminate our services at any time by providing us with written notice. We may also terminate our services by providing you with written notice. On termination, you will be liable for any fees due for services provided up to the date of termination.

12. Governing Law

These Terms of Business are governed by the laws of Ireland. Any disputes arising from these terms will be subject to the jurisdiction of the Irish courts.

Contact Details

Savings Matters

123 Finance Street

Dublin 123

Ireland

01 2345678

info@savingmatters.ie

Pensions - Frequently asked questions

We're always here to help so don't hesitate to pick up the phone if your question can't be answered below.

1. What is a pension plan?

A pension plan is a retirement savings plan that provides you with a steady income after you retire. It is designed to ensure you have sufficient funds to maintain your standard of living in retirement.

2. How does a pension plan work?

You contribute a portion of your salary to the pension plan, often with additional contributions from your employer. These contributions are invested, and the returns on these investments help grow your retirement savings over time.

4. How much should I contribute to my pension plan?

The amount you should contribute depends on your retirement goals, current age, and financial situation. A common recommendation is to contribute at least 10-15% of your annual salary.

5. What are the tax benefits of contributing to a pension plan?

Contributions to a pension plan are often tax-deductible, and the investment growth within the plan is typically tax-deferred until you withdraw the funds at retirement.

6. When can I start receiving benefits from my pension plan?

The age at which you can start receiving benefits varies by plan, but it is usually around the age of 65. Some plans offer early retirement options, often with reduced benefits.

7. What happens if I change jobs?

If you change jobs, you may have several options, including leaving your funds in the current plan, transferring them to your new employer's plan, or rolling them over into an individual retirement account (IRA).

8. Can I withdraw money from my pension plan before retirement?

Early withdrawals are generally discouraged and may be subject to penalties and taxes. However, some plans allow for hardship withdrawals under specific circumstances.

9. How are my pension benefits calculated?

For defined benefit plans, benefits are typically calculated based on factors such as your salary, years of service, and a predetermined formula. For defined contribution plans, benefits depend on the amount contributed and the investment performance.

10. What happens to my pension if I die?

Most pension plans offer survivor benefits to your spouse or designated beneficiary. The specifics depend on the terms of your plan, so it is important to review these details.

11. How can I ensure my pension plan is on track?

Regularly review your pension plan statements, consult with your financial advisor, and adjust as needed to stay on track with your retirement goals.

12. Who can I contact for more information?

For more information, please contact me on 01 2345678.