

## FEES AND LEVIES 2018/19– REQUEST FOR FEE-TARIFF DATA

### Fee blocks A007 and I005

<b>FCA</b>	<b>Tariff base</b>	<b>Funds under management</b>
<b>FCA</b>	<b>Validation Date</b>	<b>Valued at 31 December 2017</b>

We need fees and levies information to calculate your fees for the Financial Conduct Authority (FCA), Money Advice Services (MAS), Financial Ombudsman Service (FOS) and the Pensions Guidance Service (PGS). We provide separate guidance for data relevant to the [FSCS levies](#).

This guidance sheet provides details on the data to include in your fee tariff data submission. We have given links to relevant parts of our Handbook to help you complete the form correctly. This sheet covers the following fee-blocks:

- **FCA fee-block A007**
- **FOS industry block I005**

For more information on this, including which regulated activities place firms into the above fee-blocks, please refer to the Fees manual ([FEES](#)).

Each year we consult on any proposed fee policy changes and fee tariff bases may be subject to change. So before submitting the fee tariff data, you should also refer to the [latest publications](#) about our fees on our website. These explain any proposed changes to the tariff data you must report, and the expected date when any changes will be implemented.

For FSCS guidance, publication and further information on fees and levies, visit our [fees website](#).

This [calculation sheet](#) will help you calculate the required figures for the A007 and I005 fee-blocks.

### **FCA Fee-block: A007 – Portfolio Managers**

#### **Tariff base: total funds under management (FuM), valued as at 31 December 2017**

The total value, in pounds sterling, of all assets in portfolios which the firm manages, on a discretionary basis, in accordance with its terms of business,

#### **less:**

(a) funds covered by the exclusion contained in article 38 (Attorneys) of the *Regulated Activities Order*;

(b) funds covered by the exclusion contained in article 66(3) (Trustees, nominees and personal representatives) of the *Regulated Activities Order*;

(c) funds covered by the exclusion contained in article 68(6) (Sale of goods or supply of services) of the *Regulated Activities Order*;

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(d) funds covered by the exclusion contained in article 69(5) (Groups and joint enterprises) of the *Regulated Activities Order*; and

(e) the value of those parts of the managed portfolios in respect of which the responsibility for the discretionary management has been formally delegated to another *firm* (and which *firm* will include the value of the assets in question in its own FuM total); any such deduction should identify the *firm* to which management responsibility has been delegated.

**You can find additional notes on FuM in [A.7 in part 2](#)**

### **FOS industry block: I005 –portfolio managers**

#### **Tariff base: relevant funds under management**

You do not need to supply tariff data for Industry block I005 as the FOS levy is currently a flat fee.

If the firm has a valid FOS exemption no data is required.

### **IMPORTANT**

**Firms registered for online invoicing must submit the data on line; any completed paper forms should be emailed to [feetariffreturns@fca.org.uk](mailto:feetariffreturns@fca.org.uk) before the date shown on the front of your fee tariff data letter.**

#### **Before submission please ensure:**

- FCA and FOS tariff data have been completed in whole numbers and are in GBP
- You have completed all sections
- Do not leave blanks (enter '0' when submitting on line or 'NIL' on the paper form, where applicable)
- The tariff data has been signed off at the appropriate level of seniority, e.g. compliance director, before submitting to us

EEA BRANCHES ONLY – You must email [feetariffreturns@fca.org.uk](mailto:feetariffreturns@fca.org.uk) and let us know if there are any regulated activities you are not conducting in the UK. We will update your online form to reflect this so you can submit your return. Paper reporters can indicate this when returning their form.

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