

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

### Fee-blocks A009 and I006

FCA	Tariff base	Gross income
FCA	Validation Date	Valued at most recent financial year ended before 31 December 2017

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 Pension Guidance Service (PGS). We provide separate guidance for data relevant to the [FSCS levies](#).

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

- **FCA fee-block A009**
- **FOS industry block I006**

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

This [calculation sheet](#) will help calculate the required figures for the A009 and I006 fee-blocks.

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 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](#).

### **FCA fee-block: A009 – managers and depositaries of investment funds, and operators of collective investment schemes or pension schemes**

**Tariff base: gross income, for your financial year ended in 2017**

#### **GROSS INCOME:**

(1) For *AIFMs* (excluding *internally managed AIFs*), *management companies*, *operators* (including *ACDs* and *authorised fund managers* of *unit trusts* or *authorised contractual schemes* but excluding *operators* of a *personal pension scheme* or a *stakeholder pension scheme*) and *residual CIS operators*

gross income from the activity relating to fee-block A.9 is defined as:

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the amount of the annual charge on investments in the *fund* received or receivable in the latest accounting period (this is calculated as a % of funds invested, typically 1% p.a.);

### PLUS

(a) the front-end or exit charge levied on sales or redemptions of *collective investment schemes* (typically 4-5% of sales/redemptions) in that same accounting period; and

(b) any amount the *firm* would have levied as such a charge but for a business decision to waive, discount or rebate etc. that charge;

### PLUS

any additional initial or management charges levied through a product wrapper such as an *ISA*;

**BUT EXCLUDING** box management profits.

(2) For *depositories* (including *trustees of collective investment schemes* and *ICVC* or *ACS depositories*):

The amount of the annual charge levied on investments in *funds* for which they act as *depository* (typically a % of the total funds for which they act as *depository*).

(3) For *operators* of a *personal pension scheme* or a *stakeholder pension scheme* gross income from the activity relating to fee block A.9 is defined as:

The amount of the charges levied on the *personal pension scheme* or *stakeholder pension* scheme for which they act as *operator*:

including up-front charges, fund related charges, transaction related charges and periodic charges; but

excluding charges made to an investor in respect of third party suppliers; for example, charges for stock broking, borrowing, banking services and charges for arranging third party legal services, surveys or environmental screening in connection with property.

### Note:

Only the gross income corresponding to *United Kingdom* business is relevant.

(4) *Internally managed AIFs* must use a proxy for gross income for the activities relating to fee block A.9. This is the total value of funds under management (as defined in fee block A.7) multiplied by 0.01.

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**FOS industry block: I006 – managers and depositaries of investment funds, and operators of collective investment schemes or pension schemes**

**Tariff base: relevant gross income**

You do not need to supply tariff data for Industry block I006 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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