

# MUSICIAN'S UNION PENSION SCHEME

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## YOUR QUESTIONS ANSWERED



Presented by

Musicians'  
Union



Administered by

hencilla  
canworth



## WHO WE ARE

**Hencilla Canworth Ltd is the appointed Insurance Intermediary to both the Musicians' Union and Equity.**

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:

- Musician's Union Pension Scheme \*
- Public Liability Insurance
- Personal Accident Cover
- Equipment Insurance \*\*
- Tax Investigation Cover
- Motor, Buildings and Household Insurance \*
- Family Motoring & Accident Aftercare
- Independent Financial Advisory Service \*

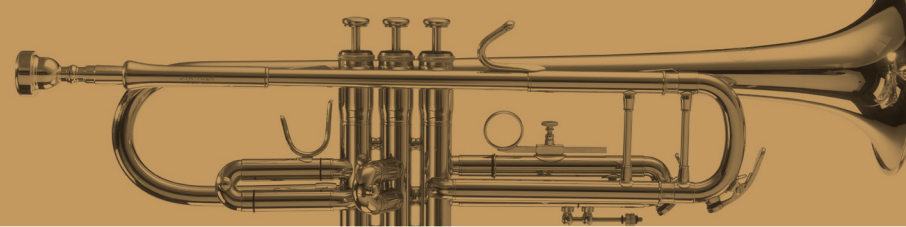
\* Union Membership NOT required

\*\* £2,000 free & subject to registration

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# YOUR QUESTIONS ANSWERED...



## Q1. What type of pension is the MUPS?

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 MUPS?

**Hencilla Canworth** – the Scheme Administrators, your point of contact

**AVIVA** – the Product Provider

## Q4. Why Hencilla & AVIVA?

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

## Q5. How can the MUPS 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 a MU member to join the MUPS.

## Q6. How do I join?

### OPTION ONE - ON LINE

Go to [www.hencilla.co.uk](http://www.hencilla.co.uk) and follow the 'Join the MUPS' link.

### OPTION TWO - BY TELEPHONE

Contact Hencilla Canworth 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 MUPS 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](http://www.aviva.co.uk/pension-essentials)

## Q8. I already have another personal pension

This is fine, you can have as many Personal Pensions and you like. You could consider consolidating your pensions. Hencilla offer a review at £75.00 per plan.

## Q9. When can I benefit from my MUPS?

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 MUPS 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 Hencilla.

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

Yes, it definitely could contact us on 020 8686 5050 to discuss this.

## Q14. What are the charges on the MUPS?

[Click here](#) for a sample illustration.

## How to complain

If you have any complaints regarding the MUPS please write to us at Hencilla Canworth Ltd, Simpson House, 6 Cherry Orchard Road, Croydon CR9 6AZ email us at [mups@hencilla.co.uk](mailto:mups@hencilla.co.uk) or telephone us on 020 8686 5050.

If you have any questions or doubts regarding the MUPS 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.

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

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

**hencilla**  
canworth

# THEATRE CONTRACTS

## - HOW THE MUPS WORKS IN THEATRE



As an MUPS member you benefit from a contribution paid by your employers, equal to a percentage of your engagement fee or in some cases and annually review fixed amount a fixed amount. 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 Hencilla, for investment on your behalf.

Once with AVIVA, basic rate tax relief is added.

### A theatre example (SOLT)

Your contribution	£10.10 per week
Manager Contribution	£31.55 per week
Total Net Contribution	£180.50 per month
<b>Total Gross Contribution</b>	<b>£225.62 per month</b>

Over a month, you would have paid approximately £44.00, but a monthly investment of **£225.62** is achieved.

### THEATRICAL EMPLOYERS CONTRIBUTING TO THE MUPS

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

The Manager will contribute an amount of £31.55 per week.

£10.10 per week personal contribution.

#### Subsidised Repertory & Commercial UK Theatre

The Manager will contribute an amount equal to 2.5% 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

For the House Band, the RSC will contribute an amount equal to 6% of your fee.

3.25% personal contribution.

If engaged by the RSC on a SOLT agreement, then the terms mentioned above will apply.

# TV, RADIO & FILM CONTRACTS

## - HOW THE MUPS WORKS IN TV

Basically, the same as for theatre.

### A television example based on a fee of £500.00

Your contribution	£37.50
Manager Contribution	£50.00
Total Net Contribution	£62.50
<b>Total Gross Contribution</b>	<b>£78.13</b>

You would have paid £25.00, but an investment of **£78.13** is achieved.



## TV & RADIO EMPLOYERS CONTRIBUTING TO THE MUPS

### Television Production Companies

BBC, ITV, PACT & TAC television companies will contribute an amount equal to 7.5% of your fee.

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.

### Radio

BBC, ITV, PACT & TAC television companies will contribute an amount equal to 7.5% of your fee.

5% personal contribution.

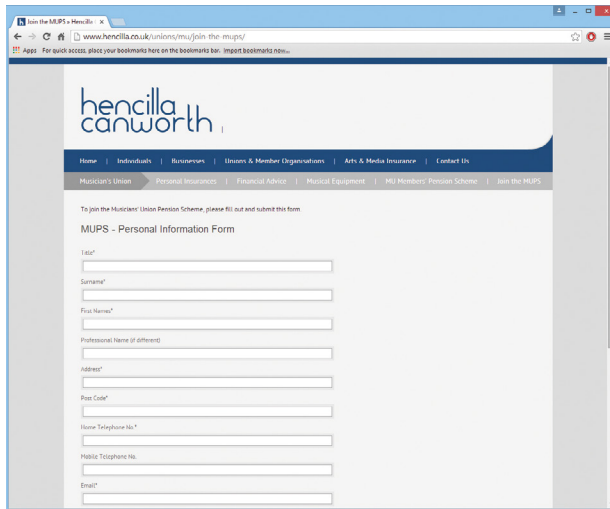
PACT and TAC Independent TV Production companies will contribute an amount equal to 5% subject to a maximum per engagement/weekly/episode fee\*

2.5% personal contribution.

**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.**

# HOW TO JOIN THE MUPS

To join the MUPS go to [www.hencilla.co.uk](http://www.hencilla.co.uk) and follow the 'Join the MUPS' link.

A screenshot of a web browser displaying the Hencilla Canworth website. The page is titled 'Join the MUPS' and shows a 'Personal Information Form' for the Musicians' Union Pension Scheme. The form includes fields for Title, Surname, First Name, Professional Name (if different), Address, Post Code, Home Telephone No., Mobile Telephone No., and Email. The website header includes the Hencilla Canworth logo and a navigation menu with links for Home, Individuals, Business, Union & Member Organisations, Arts & Media Insurance, Contact Us, and a sub-menu for Musicians' Union, Personal Insurance, Financial Advice, Musical Equipment, MU Members' Pension Scheme, and Join the MUPS.

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

# EXISTING PENSION ARRANGEMENTS



You may have existing pension arrangements with other pension providers. Your membership of the MUPS will not affect these.

However, you may wish to have these other arrangements reviewed to make sure that they are working for you to the best of their ability.

We are able to review these plans on your behalf and report back to you with our findings in a clear and concise manner.

**This review is offered at a cost of £75.00 for each plan we review.**

All you need to do is [Click here](#) to download the **LETTER OF AUTHORITY**, complete it and send together with your cheque for the relevant amount to the address opposite. The cheque is to be drawn in favour of Hencilla Canworth Ltd.

If you prefer to pay by debit or credit card please call us on 020 8686 5050 before you return the Authority to make your payment.

Upon receipt of the completed Authority and payment, we shall commence our research and report back to you with our findings at the earliest opportunity.

Please be aware that the review can take up to eight weeks to complete.

'We are able to review your existing pension arrangements to make sure that they are working for you to the best of their ability and report back to you with our findings.'

# CONTACT US

If you have any queries please contact:

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Administration / Technical & Contributions

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V4.2/10.2014