

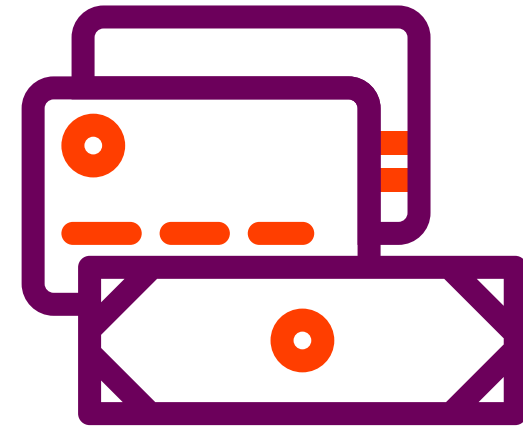
For advisers

Our new
platform

nucleus^o
platform

How to process
a GIA regular
withdrawal

🕒 2 minute read



How to process a GIA regular withdrawal

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How to use this document



Important information will look like this.

Key messages

Key messages will look like this.



Useful info will look like this.



We recommend using the zoom function to view the details on the platform screens in this guide.

How to process a GIA regular withdrawal

To start the GIA regular withdrawal process, you first need to search for your client. Please refer to the guides on our website to search for a client or create a new client.

Once you've found your client, you can refer to this guide to submit the GIA regular withdrawal.

At least one bank account that's nominated for withdrawals is required to complete the transaction.

If you'd like to add a new bank account, follow the How to add or remove a client bank account guide.

From the client landing page select the **'Actions'** button.

Select **'Withdrawals'** and then select **'Add regular withdrawal'**.

Mr David James £10,000.00 as at 30 September 2024

Client number: 2251 | Age: 45 | Date of birth: 03-July-1979
 Phone: +44 7070780808 | Email: james01@hotmail.com
 Firm: ABR Test Network | Adviser: Simon Thompson
 Address: Dunns House, St. Pauls Road, SP2 7BF
 Residence: UK | Primary tax residency: UK

Unverified bank accounts: Some bank accounts could not be verified

Overview | Investments | Transactions | Profile | Commercial property | Documents | Workflow

Accounts owned £10,000.00

Account	Balance
D James	£10,000.00
GIA NJ1002092-001	£10,000.00

Top investments

Investment	Percentage	Value
7IM AAP Balanced C Acc	49.6%	£4,960.00
7IM AAP Balanced C Inc	45.05%	£4,505.00

Valuation chart showing values from Sep 24 to Sep 24.

Latest documents

Date	Description
30 Sep 24	Payments Out Letter
30 Sep 24	General Investment Account Illustration
24 Sep 24	Product Cancellation Notice
24 Sep 24	For info - Bank details updated
20 Sep 24	General Investment Account Illustration
20 Sep 24	Ev-Ance Costs and Charges Report

Recent transactions

Date	Description	Amount
30 Sep	Buying GBP 4,455.00 BFB4 GB @ 10000	£-4,455.00
30 Sep	Buying GBP 4,950.00 BFB5 GB @ 10000	£-4,950.00
25 Sep	Initial Adviser Charge for single payments/cash transfers	£-100.00
25 Sep	One-Off Direct Credit Deposit 25-Sep-24	£10,000.00

Regular payments and withdrawals

Mr David James £10,000.00 as at 30 September 2024

Client number: 2251 | Age: 45 | Date of birth: 03-July-1979
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Overview | Investments | Transactions | Profile | Commercial property | Documents | Workflow

Accounts owned £10,000.00

Account	Balance
D James	£10,000.00

Valuation chart showing values from Sep 24 to Sep 24.

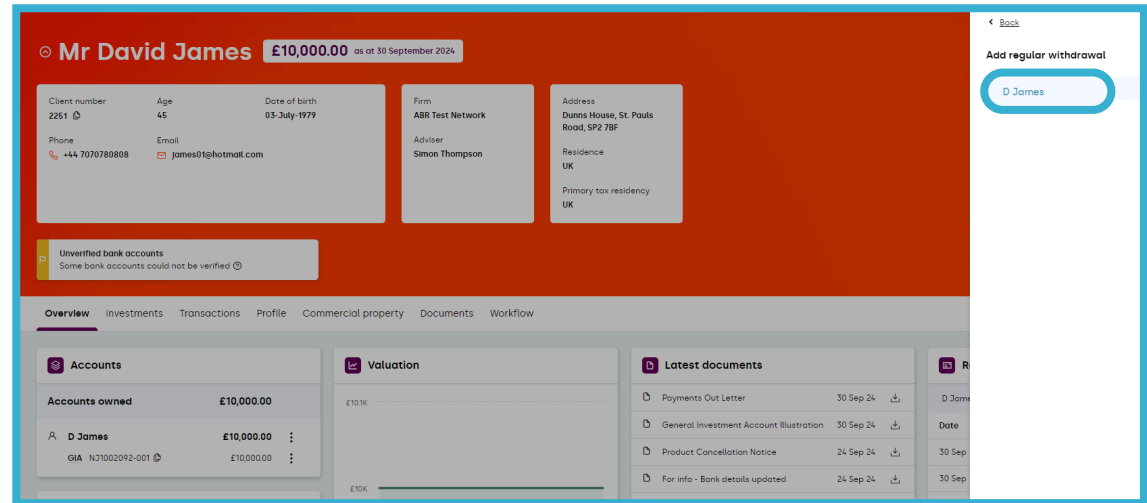
Latest documents

Date	Description
30 Sep 24	Payments Out Letter
30 Sep 24	General Investment Account Illustration

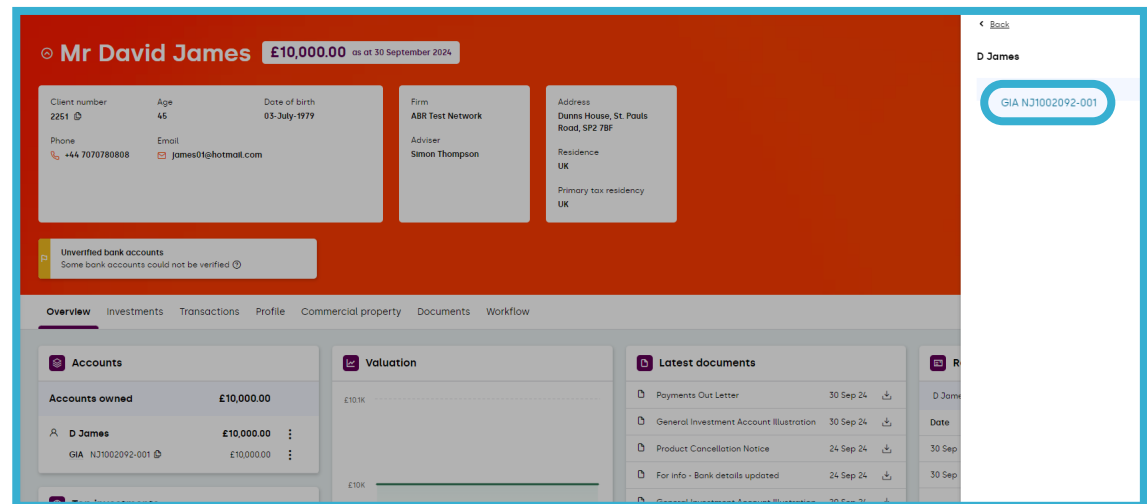
Actions menu:

- Transfers
- Withdrawals
- Add regular withdrawal
- Trading
- Illustrations
- CGT
- Manage accounts
- New client
- Add product
- New business
- Bulk switch
- Model upgrade
- Other apps

Select the client's 'head account'.



Select the account you wish to set up a regular withdrawal for.



Withdrawal details



At any stage of the withdrawal, you can **'save and exit'** the transaction. You can resume this under the workflow tab within the client's account.

Confirm if advice has been given to your client.

Confirm withdrawal amount details.



The first withdrawal date can be any date from 1 – 28 of the month. However, there's a minimum of 12 working days required to set up the withdrawal instruction.

Add regular withdrawal

David James
Client ID: 2261
Product: NJ1002092-001

Withdrawal details

ⓘ Please note the request already made for the one-off withdrawal from this product will be made as per the instructions given. This will be paid separately to any regular withdrawals.

Financial advice

Did you give financial advice to your client in relation to this instruction?
 Yes No

Withdrawal amount

Withdrawal amount ⓘ
£ 100

Withdrawal frequency: Monthly
First withdrawal date: 21/11/2024

Continue until: Until notified

Payment reference (optional) ⓘ
GIA INCOME

Bank account ⓘ
30-05-95 | 18982005 | Natwest

Add regular withdrawal

1. Withdrawal details
2. Review
3. Confirmation

Save & exit

Continue

Confirm if you would like to add a reference to be used when making the payment.

Key message

Adding a reference will make it easy for your client to identify the payment in their bank account and on their bank statements. If you're using a Building Society, please enter the roll number here. Any reference you enter here will appear on your bank statements.

Select the nominated bank account from the drop-down list.



The bank account will be pre-populated if your client only has a bank account that's authorised for withdrawals. If no bank account is available or you would like to add a new bank account, follow the 'How to add or remove a client bank account' guide on our website.

Add regular withdrawal

Withdrawal details

David James
Client ID: 2251
Product: N31002092-001

! Please note the request already made for the one-off withdrawal from this product will be made as per the instructions given. This will be paid separately to any regular withdrawals.

Financial advice

Did you give financial advice to your client in relation to this instruction?

Yes No

Withdrawal amount

Withdrawal amount ⓘ

£ 100

Withdrawal frequency: Monthly | First withdrawal date: 21/11/2024

Continue until: Until notified

Payment reference (optional) ⓘ: GIA INCOME

Bank account ⓘ: 30-05-95 | 18982005 | Natwest

Investments to sell

Withdrawal amount Monthly: £100.00

Investment name	Available to sell ⓘ	Estimated amount to withdraw ⓘ	Sell all ⓘ
Cash	£135.00	£ 20	<input type="checkbox"/>
7IM AAP Balanced C Acc	£4,760.00	£ 50	<input type="checkbox"/>

Add regular withdrawal

1. Withdrawal details
2. Review
3. Confirmation

Save & exit

Cancel

Continue

Confirm investments to sell and the estimated withdrawal amounts.



Selecting 'Sell all' will sell the whole investment to cover the regular withdrawal.



Where investments are sold in a GIA to make withdrawals, they will be a disposal for Capital Gains Tax (CGT) purposes. This means there may be tax to pay through the HMRC self-assessment process.

Once you're happy with all your withdrawal details, select '**Continue**' to move on to the review page.



Any single ad hoc withdrawals instructed from this account will be made as per the instructions given, these will be paid separately.

! Please note the request already made for the one-off withdrawal from this product will be made as per the instructions given. This will be paid separately to any regular withdrawals.

Financial advice

Did you give financial advice to your client in relation to this instruction?

Yes No

Withdrawal amount

Withdrawal amount ?

£ 100

Withdrawal frequency: Monthly ? First withdrawal date: 21/11/2024 ?

Continue until: Until notified ?

Payment reference (optional) ?: GIA INCOME

Bank account ?: 30-05-95 | 18982005 | Natwest

Investments to sell

Withdrawal amount Monthly: £100.00

Investment name	Available to sell ?	Estimated amount to withdraw ?	Sell all ?
Cash	£155.00	£ 50	<input type="checkbox"/>
<u>7IM AAP Balanced C Acc</u>	£4,760.00	£ 50	<input type="checkbox"/>
<u>7IM AAP Balanced C Inc</u>	£4,355.00	£ 30	<input type="checkbox"/>
Total		£100.00	

Add regular withdrawal

- Withdrawal details
- Review
- Confirmation

[Save & exit](#)

[Continue](#)

Review

Review the withdrawal details for accuracy. You can use the 'pencil' icons to make any necessary changes.

The illustration will be produced here. Documents can't be amended once submitted. If there are any amendments to be made to documentation you'll need to resubmit the withdrawal to generate new documents.

Please read the declaration and tick to confirm completion.

Select **'Submit'** to submit the regular withdrawal.

Add regular withdrawal

David James
Client ID: 2251
Product: NJ1002092-001

Review

Please note the request already made for the one-off withdrawal from this product will be made as per the instructions given. This will be paid separately to any regular withdrawals.

Review

Financial advice

Did you give financial advice to your client in relation to this instruction? **Yes**

GIA

Regular withdrawal

Withdrawal amount	£100.00
Withdrawal frequency	Monthly
First withdrawal date	21 Nov 2024
Continue until	Until notified
Reference	GIA INCOME
Bank account	30-05-95 18982006 Mr D James

Investments to sell

Investment	Regular Sell Allocation
Cash	£20.00
7IM AAP Balanced C Acc	£50.00
7IM AAP Balanced C Inc	£30.00
Estimated net order value	£100.00

Supporting documents to be sent to the Customer

GIA Illustration (223315)

Declarations

Disclosure

I have appropriate consent from my client(s) to give this instruction on their behalf.

Confirm all.

Add regular withdrawal

1. Withdrawal details ✓

2. Review

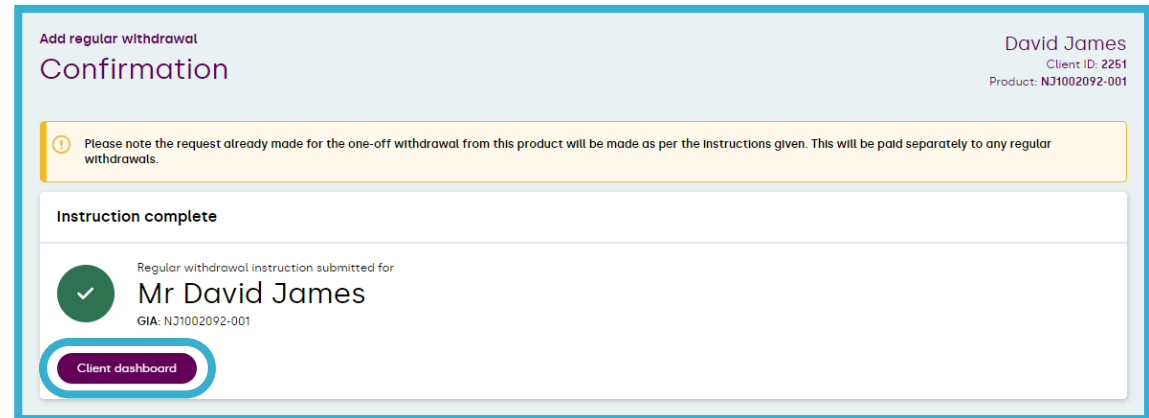
3. Confirmation


Save & exit


Submit

The regular withdrawal has been submitted.

You can select '**Client dashboard**' to return to the client's home page.



 03455 212 414

 ask@nucleusfinancial.com

 nucleusfinancial.com

For literature in alternative formats, such as Braille, large print, audio or E-text, please call us on 03455 212 414, or via the Tynetalk service on 18001 03455 212 414.

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