

Key deadlines for tax year end 2023-24

To help you process all of your client transactions in time for tax year end, this document provides you with the key processing dates and actions to help keep you on track.

Tax year end – Friday 5 April

We'll process all complete, accurate Isa and pension applications received up to Friday 5 April 2024. Please note that this assumes we have cleared funds and/or a valid cheque. We recommend that the key deadline dates are followed as a best practice when submitting business to us.

Please note as Easter is the weekend before the 2023-24 tax year end, the deadline dates will be earlier than normal to allow for the loss of two days for trading and processing.

Trading

Please key trades as early as possible to ensure settlement in time for inclusion in 2023-24 processing. Consider the assets your client is invested in to establish the trading and settlement deadlines.

Bed and Isa

The subscription date for Bed & Isa is the date the sell trades are at "ordered" status in the General account. Sell trades must be placed in the General account prior to the last trading time. Please see below for the relevant trading times.

Flexi Isa

The Nucleus Isa is now flexible. This means that any cash or income withdrawal made on a Nucleus Isa can be replaced back into the account without affecting the annual subscription amount, as long as it's paid back into the Isa in the same tax year it was withdrawn.

Disclaimer

We can't accept any responsibility for delays, errors, or omissions outside our control that may lead to the Isa application or pension income payments missing the 2023-24 tax year.

Given the delays we are experiencing with our daily mail deliveries from Royal Mail, we would recommend sending cheques in plenty of time or where possible send monies via direct credit instead.

Trading times

- Winterflood at 10am and 3pm
- Direct with fund managers 9am and 11am

These are our trading deadlines but will also be subject to individual fund manager trading times, please check asset information within the fund report.



Tuesday 19 March

- Last day to submit a request to set up a regular pension income to commence in the 2023-24 tax year, where a disinvestment is required.

Thursday 21 March

- Last day for sells to be submitted to allow time for settlement if arranging pension taxable lump sum in 2023-24.

Friday 22 March

- Last day for sells to be submitted to allow time for settlement if arranging an inter-account transfer (General to Pension or General to Isa).

Wednesday 27 March

- Last day for receipt of pension taxable lump sum instructions. There must be enough available cash in the account to meet the gross income amount.
- Last day to submit a request to set up a regular pension income to commence in the 2023-24 tax year, where cash is available.

Thursday 28 March

- Last day to arrange a BACS payment to us, which can take up to three business days to clear.

Wednesday 3 April

- Last day to send applications for 2023-24 tax year. We recommend sending any applications via secure messaging, however, if you need to post an application we recommend sending by special delivery to guarantee receipt. We don't accept hand deliveries.
- Last day for receipt of inter-account transfer applications where there is enough available cash in the General account.
- Last day for pension income for current tax year to be processed.

Thursday 4 April

- All pension income instructions processed from today will be classed as 2024-25 tax year.

Friday 5 April

- Last day for a CHAPS payment to be sent to us*.
- Last day for receipt of a BACS/direct credit payment sent to us*.
- Last day for physical receipt of a cheque*, and correct complete application documentation.
- Last day for all trades to be ordered on the General account for a Bed & Isa application to be classed as a 2023-24 subscription, subject to trading times.

*Please note that where funds have been received but we haven't received all the necessary documents to apply funds to the account, they may be applied in the next 2024-25 tax year, however the effective date of the application will be in the 2023-24 tax year.

