

All Trustees

Our Ref: [FC/OPC/PTD](#)

Date: 1 April 2016

Dear Trustee

Form 4 – Annual Statement

The [Common Financial Tool etc. \(Scotland\) Amendment Regulations 2015](#) came into force on 1 April 2015. These regulations introduced a change to the way information is presented on the Form 4, for protected trust deeds (PTDs) signed on or after 1 April 2015.

Details of miscellaneous funds ingathered were previously recorded as realisation from moveable assets. The Form 4 table now includes a new row in which you may record the details of miscellaneous funds ingathered, for example, from PPI, gratuitous alienation or unfair preference. As a result of the amendments to the statutory form, we have been required to amend the Form 4 on ASTRA to include the new 'Other/Miscellaneous' row.

Therefore, the information should be presented on the Form 4 table, as follows:

- **Total Realisation From Moveable Assets (Row C):** Details of funds ingathered following the realisation of moveable assets such as motor vehicles, life insurance policies etc.
- **Other/Miscellaneous (Row S):** Details of miscellaneous funds ingathered such as PPI, gratuitous alienation, unfair preference etc.

For clarification, the Form 4 templates that should be used are:

- PTDs signed on or after 1 April 2015 – [Form 4](#)
The Common Financial Tool etc. (Scotland) Amendment Regulations 2015.
- PTDs signed on or after 28 November 2013 and before 1 April 2015 – [Form 4](#)
The Protected Trust Deeds (Scotland) Regulations 2013.
- PTDs signed on or after 1 April 2008 and before 28 November 2013 – [Form 4](#)
The Protected Trust Deeds (Scotland) Regulations 2008.

Form 4 Statements

There is a requirement for the trustee to make a statement on the Form 4, confirming a change to the expected final dividend and explaining the reasons for this, in respect of PTDs granted on or after 28 November 2013.

Statement 2 on the Form 4 says:

I state that the expected final dividend is now: _____ p/£ (insert amount of new expected final dividend – Box 3) and has varied from the dividend declared in my Form 3 statement dated _____ (insert date of signed Form 3 (Part 1)), for the following reason(s):

AiB has encountered instances where the expected final dividend has changed slightly and there has been no accompanying statement from the trustee regarding this variance. AiB recognises that this may be as a result of a figure having been rounded up on the Form 4 circulated to creditors, with ASTRA calculating the dividend to 2 decimal places. In these circumstances it is clear that the dividend will have changed.

Although AiB will continue to accept and register Form 4s where a variance arises as a consequence of the above, this must be accompanied by an explanation included in Statement 2 on the Form 4.

Yours faithfully

pp Kenny Yorke

Fiona Coyle
Head of Operational Policy and Compliance