

<Plan owner name>
<Plan owner address 1>
<Plan owner address 2>
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<Plan owner address 7>

Financial Adviser

<Adviser Name>
<Adviser address 1>
<Adviser address 2>
<Adviser address 3>
<Adviser address 4>
<Adviser address 5>
<Adviser address 6>
<Adviser address 7>

17 April 2020

Dear <Salutation>

CHANGES TO THE FUND RANGE FOR YOUR PLAN - <PRODUCT> <PLAN NUMBER>

We regularly review the funds available to **<PRODUCT>** to ensure that plan owners continue to have access to a high quality and diverse range of funds, to help them meet their investment goals. We have recently completed a review of some of our investment sectors in the range, and are pleased to be able to announce a number of changes.

The review process considers the performance and risk profile of funds within the range to determine whether they continue to provide the right outcomes for investors and remain appropriate for the product. We also consider new additions that would offer something attractive or complementary to the range. As a result, we are intending to remove **two** of our existing funds from the range (four including currency variants), whilst adding **four** additional funds (eight including currency variants). The new additions to the range include three North American Equity funds (six including currency variants), and one Asia Pacific Equity fund (two including currency variants).

By adding these funds, our core fund range now stands at over 200 funds (over 380 including currency variants).

What does this mean?

You are invested in one or more of the funds that we are removing from the range, detailed below. We have selected alternative funds and you will be switched into these automatically (including any regular payment allocation) between 17 June and 22 June 2020. You can remain invested in the closing fund(s) you hold until the date we switch you.

If you are happy with our choice of receiving fund then you do not need to do anything. However, if you would prefer to switch to a different fund, it's free of charge and very easy to do. You may want to discuss the options with your financial adviser before deciding.

Switching funds is easy

Visit the fund centre for your product at www.rl360.com/fundcentres to help you decide on a new fund, or funds. After that choose one of the following options:

Switch online	Send us your changes
If you are a registered user of our Online Service Centre and have signed up for online switching, log into your account at www.rl360.com and submit your switch online quickly and efficiently.	Download a copy of our Fund Switch Instruction Form , which you will find on the product fund centre website page, complete it and fax, post or email a scanned version back to us using the details on the form.

If you have any questions regarding your plan please get in touch. Please note that due to restrictions imposed as a result of the COVID-19 outbreak we can currently only accept communication via email, so please direct all queries to csc@rl360.com and one of our team will be happy to help.

Kind regards



Chris Corkish
Investment Marketing Manager

Closing funds and their default alternative fund

The below table details the closing funds and the alternative receiving fund we have selected:

Sector: Asia Pacific Equity

Closing fund	ISIN	OCF ²	Receiving fund	ISIN	OCF ²
Aberdeen Standard SICAV I Asia Pacific Equity A Acc USD	LU0011963245	1.99%	Fidelity Funds Asia Pacific Opportunities A Acc USD	LU2008162690	1.95%
Aberdeen Standard SICAV I Asia Pacific Equity A Acc EUR	LU0498180339	1.99%	Fidelity Funds Asia Pacific Opportunities A Acc EUR	LU0345361124	1.92%
Aberdeen Standard SICAV I Asia Pacific Equity A Acc GBP	LU0231455378	1.99%	Matthews Asia-Pacific Tiger A Acc GBP	LU0594555590	1.82%
Aberdeen Standard OEIC I Asia Pacific and Japan Equity A Acc	GB00B0XWNJ21	1.59%	Matthews Asia – Asia Dividend A Acc GBP	LU0594556309	1.81%

The new additions to the range

We are delighted to announce that we are adding the funds below to the range for you to invest in with effect from 17 April 2020:

Sector: North America Equity

Fund Name	Currency options	Morningstar Category	Morningstar Rating ¹	OCF ²
Neuberger Berman US Multi Cap Opportunities	EUR	US Equity Large Cap Blend	4 Star/Bronze	1.87%
	USD			1.87%
T. Rowe Price US Blue Chip Equity	EUR	US Equity Large Cap Growth	4 Star/Gold	1.66%
	USD			1.59%
MFS Meridian US Value	EUR Hdg	US Equity Large Cap Value	3 Star/Silver	1.93%
	USD			1.96%

Sector: Asia Pacific Equity

Fund Name	Currency options	Morningstar Category	Morningstar Rating ¹	OCF ²
Fidelity Funds Asia Pacific Opportunities	EUR	Asia-Pacific ex-Japan Equity	5 Star/Bronze	1.92%
	USD			1.95%

Notes: Information within these tables is sourced from Morningstar® and is correct as at 19 March 2020.

¹Morningstar® awards a Star rating based on historic returns adjusted for risk and charges, with the top 10% of funds in a category awarded a 5 Star and the bottom 10% a 1 Star. Morningstar also award a Bronze/Silver/Gold award for those funds which have been analysed and are believed to possess the ability to outperform funds in the same category over a market cycle (five years or greater).

²Ongoing Charge (“OCF”) includes the Annual Management Charge plus other operational expenses, so better reflects the total costs applied to the fund.