# **Payout Annuity recommendation fully implemented – guaranteed option selected by client**

Hello <<CLIENT FIRST NAME>>,

<<PRODUCT INFO>>

Include the insurer and some basic details on what the client purchased. Additional information is available in the contract and is referenced elsewhere in this letter.

* Payout Annuity
* SunFlex Retirement Income

<<CLIENT’S CIRCUMSTANCES AND REASON FOR YOUR PRODUCT RECOMMENDATION>>

Include a paragraph about the client’s current situation, and their need for a particular accumulation annuity product.

This sample shows a scenario based on the client choosing to add a guaranteed period to the contract. If the client does not select this option, this paragraph should be changed to explain that the client declined the option and what they have given up in doing so.

<<DESCRIBE HOW THE PRODUCT WILL MEET CLIENT’S NEEDS>>

Include a paragraph to describe why your recommendation meets the client’s needs

<<A note on Mutual Funds>>

If you are licensed to sell Mutual Funds, please include the following in the opening paragraph “This letter does not address any mutual fund solutions we may have discussed.”

Thank you for meeting with me to discuss your financial future. I’m writing this letter to you to explain why certain products were recommended to you.

As we agreed, you have purchased a payout annuity offered by <<NAME OF INSURER>>. The premium amount is $XXX,XXX, and your income payments will be <<monthly, quarterly, semi-annual, annual>>.

When we met, you indicated that you wanted <<CLIENT’S CIRCUMSTANCES AND REASON FOR YOUR PRODUCT RECOMMENDATION e.g. *to receive guaranteed income for <<life / a XX-year term>>*, *additionally you indicated a desire to ensure that payments would continue to your beneficiaries in the case of death.*

This product will meet your needs by <<DESCRIBE HOW THE PRODUCT WILL MEET CLIENT’S NEEDS. *Eg: Providing guaranteed income* *for <<life / a XX-year term>>*. Additionally, t*he annuity contract you purchased offered you the ability to add a guaranteed period at the time of purchase, which you agreed to for XX years. This means that if you pass away during this period, payments will continue to your beneficiaries for the balance of the period, or a lump sum present value of these payments will be paid*.

Please ensure that you read your Payout Annuity contract when you receive it, as it contains all of the details about this product. If you have any questions about the contract, please contact me now or at any time in the future at <<CONTACT PHONE NUMBER AND EMAIL>>.  
  
If any of the information in this letter is not correct, please let me know right away.  
  
Please keep this letter with your contract as a reminder of why you purchased the Payout Annuity.

Thank you,

<<ADVISOR NAME>>