FundsNetwork™

Re-registration (incorporating Switch)

Execution Only Application form - you can re-register ISAs and/or Investment Fund Accounts using this form.

How to fill in this form:

- Please use black ink and write clearly inside the boxes provided using capital letters
- Mark your answers with a cross in the appropriate box like this: ☒
- If you make a mistake, please correct it but don't use correction fluid
- Any applications received that are not completed correctly may incur delays or could be returned to you
- If you have any queries about this form please ask your intermediary, or ring 01509 670918

What's next?

Please send your completed application form to:

ISA Ltd, 16 High Street, Kegworth, DE74 2DA

To re-register funds you need only complete one application form. However you will need to complete and return, at the same time, one Letter of Authority for each fund company or platform you are re-registering from.

Note – For certain investments we may not offer the same share class of the fund in which you are currently invested. For such investments, once we have received the holdings from the existing provider we will switch them into the alternative share class of the same fund. Please ensure you have read Re-registration: What you need to know.

1 About you

Account Number or Customer Reference Number (if applicable)

Title

☐ Mr ☐ Mrs ☐ Ms Other:

Surname

First and other names in full

Gender

☐ Male ☐ Female

Your address - 'Care of' and PO Box are not acceptable. Only UK addresses are eligible unless you or your spouse/civil partner are a Crown Employee or British Forces Posted Overseas.

House number/name

Street, city, county and country

Postcode

Crown employee?
If your address is outside of the UK and you are a Crown Employee or the spouse/civil partner of a Crown Employee, please mark an X in this box. ☐

Telephone number

Email address

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1 About you

Date of birth (DDMMYYYY)

Town of birth

Country of birth

National Insurance Number
(this can be found on a payslip or a letter from HMRC)

No National Insurance Number?
If you have never been issued with a National Insurance Number please mark an X in the box. ☐

Are you a UK National only? (Please mark an X in the box) ☐

Are you a UK National and National of one or more other countries? (tick box and list all other countries below) ☐

Are you a National of Non-UK countries only? (tick box and list all other countries below) ☐

Nationality 1

Nationality 2

Nationality 3

Nationality 4

Driving Licence number (If applicable - 18 characters as shown on your photocard)

From 3rd January 2018 in order to invest in exchange traded products (Investment Trusts or Exchange Traded Funds) we are required to capture a national ID for clients for one of their nationalities for reporting purposes. If your client is a UK Citizen, this is the National Insurance Number. If your client is dual national or a national of another country then another identifier may be required. Please refer to our guide for capturing nationalities. We are allowing capture of this information online so your clients can invest in existing or new exchange traded products after 3rd January 2018.

National Identifier

Employment Status

☐ Employed ☐ Self-Employed ☐ Full-Time education ☐ Unemployed ☐ Pensioner

Source of this investment

☐ Income from salary ☐ Inheritance ☐ Savings from income

☐ Divorce Settlement ☐ Gift

☐ Sale of Property ☐ Sale of Investments/transfer

☐ Other (Please specify)

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2 Type of account(s) to be re-registered (and switched where applicable)

If you wish to re-register an **Investment Fund Account**, please continue to Section 3

If you wish to re-register both an **Investment Fund Account** and an **ISA**, please continue to Sections 3.

If you wish to re-register an **ISA** only, please skip section 3 and continue to Section 4.

3 Investment Fund Account holding to be re-registered (and switched where applicable)

Please specify in the boxes below whether you wish your holding to be invested into an existing account or a new account.

Existing FundsNetwork Investment Fund Account
Please re-register my investment to the existing FundsNetwork Investment Fund Account specified here.

Existing FundsNetwork Investment Fund Account number

☐☐☐☐☐☐☐☐☐☐

Existing FundsNetwork Account Designation
(If this account has a designation assigned to it please enter it below)

☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐

OR

New FundsNetwork Investment Fund Account
Please re-register my investment to a new FundsNetwork Investment Fund Account.

New FundsNetwork Account Designation
NB: If you already have an existing account (excluding ISAs) you must enter a designation to identify this new account, otherwise this investment will be treated as a top up into your existing account. The maximum number of characters is 18. Please note that we can not accept the word 'trust'.

☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐

Are there any existing Joint Holders on this account to be re-registered? ☐ If yes please mark this box

All holders, already on the account to be re-registered, must sign the last page of this form. The Joint Holder Supplement Form must also be completed and returned with this application form.

Are you a resident in the UK for tax purposes? If yes please mark this box ☐

Are you also a resident in any other country(s) for tax purposes? If so please complete the following fields

First country	First country tax identifier
☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐	☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐
Additional country	Additional country tax identifier
☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐	☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐

Please now continue to section 4

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4 Bank Account Details

Any bank account details given in this section will override existing bank details that we may hold for you. This section must be completed and the details provided will be used for:

- Paying income out from any re-registered Income funds.
- Any future redemption payment.

Income - If the investment you are re-registering is in an income fund and you wish to have income paid out once re-registered (and switched where applicable), please mark an X in the relevant box. Your income will be reinvested automatically unless you indicate otherwise.

I wish to receive income from my ☐ **Investment Fund Account** ☐ **ISA**

Please make sure that you sign and date the instruction below.

FundsNetwork™

Please fill in the whole form using a ballpoint pen and send to:
FundsNetwork, PO Box 80, Tonbridge, TN11 9YA.

Name and full postal address of your bank or building society

To: The Manager Bank/building society

Address

Postcode

Name(s) of account holder(s)

Branch sort code

Bank/building society account number

Signature(s)

Date

For a Building Society account please provide the following additional information to receive direct credit payments.

Building Society Collection Account Number (if applicable) *

* Building Society accounts – the building society collection account number can be obtained from your Building Society branch. Please ensure that your Building Society account will accept direct credit payments through the Banks Automated Clearing system. Fidelity does not accept instructions for payments to be made to an account other than the client's own personal account. If the account number and sort code are incorrect, Fidelity will not accept responsibility for any loss incurred by the applicant.

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5 Execution Only intermediary details - to be completed by the intermediary

Company stamp

ISA Ltd
16 High Street, Kegworth, Derby
DE74 2DA

Unique Adviser Number

5 5 0 1 0 8

Office Use Only
Please ignore

FCA number
I confirm that I am registered with the FCA to conduct business and my authorisation number is:

1 2 5 6 8 6

Remuneration details

Have you provided a personal recommendation?

☒ No

For intermediary use only

■ **Ongoing Fee**

Request to pay for an Intermediary Ongoing Fee and Authorisation to sell units/shares. Only complete this section where an Ongoing Fee is required. Ongoing Fees will accrue against all fee holdings within the client account.

Please note that the fee rate will not be processed as part of this transaction. This must be set up online by the intermediary post the transaction.

Existing Clients: In proceeding with this application you are giving your intermediary the authority to move your entire account to a fee basis.

Annual Fee Rate

0 . 5 0 %

For office use only: The Ongoing Fee section is for intermediary use only, please do not process. Please place this investment into a fee pot only.

Verification of identity

☐ I/We confirm and consent to Fidelity's reliance on the fact that I/we have verified the client in accordance with the UK Money Laundering Regulations and standards set in guidance issued by the JMLSG and will retain the supporting documentation for 5 years after the end of the relationship with the client.

Please contact your existing provider to confirm that they have no outstanding requirements regarding the verification of your identity prior to sending this application.

This confirmation must carry an original signature or electronic equivalent.
I/We confirm that I/we have provided the client with the appropriate documentation for their investment:

- The Key Features Document - Doing Business with FundsNetwork.
- The key information documents for any investments FundsNetwork will switch the client's holdings to as soon as we have received them from the existing provider.
- Personal Illustration.
- The FundsNetwork Client Terms.

Intermediary signature

Date signed

(DDMMYYYY)

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6 Declaration and signature

If you have selected to re-register (and switch where applicable) an ISA and/or an Investment Fund Account, please sign below. If you are re-registering an ISA, there will only be 1 primary account signature required.

Your ISA and Investment Fund Account are managed by Financial Administration Services Limited, a Fidelity International Group company.

I/We understand that the information I/we provide on this application form will be processed in accordance with FundsNetwork data protection statement contained in the FundsNetwork Client Terms. For your own benefit and protection you should read the FundsNetwork Client Terms carefully before signing them. If you do not understand any point or have not received one or all of the documents above please contact your intermediary.

Intermediary Fees

By signing the below, I agree to pay my intermediary an Ongoing Fee as stated on this application form and in accordance with the FundsNetwork Client Terms. I understand that this fee instruction may be applied across my entire account including any existing holdings, in accordance with my intermediary's Terms and Conditions. In relation to the Intermediary Ongoing Fee, I instruct FundsNetwork to deduct monies from my CashManager Account where available or sell units/shares from my largest fund holding. I understand that these fees will become irrevocably due and payable immediately on receipt of the monies by Fidelity and that Fidelity will then hold this money in a Fidelity Corporate Account as agent of my intermediary.

By signing this form I/we confirm that I am not/we are not a US citizen, that I am not/we are not resident in the US, and that I do not/we do not have an obligation to pay tax to the US tax authorities on my/our worldwide income.

I/We declare that:

- My intermediary has provided me with the following documents either as an electronic version, which I/we have saved or printed, or as a paper copy and I/we have read:
  - The Key Features Document (Doing Business with FundsNetwork)
  - The key information documents for any investments that my/our holdings will be switched to as soon as you have received them from the existing provider.
  - Personal Illustration
  - The Re-registration: What you need to know document.
- I/We accept the FundsNetwork Client Terms.
- All subscriptions made, and to be made, belong to me/us, and that I am/we are 18 years of age or over.
- Where I/we have elected to switch my/our holdings into an alternative share class I/We understand that the charges (and possibly income options) of the new share class may differ from the share class currently held and that for a dual priced fund, a bid-offer spread may be charged. Fund Manager's Buy and Sell charges may apply on some investments.
- Where I/we have elected to switch my/our holdings into an alternative share class I/We understand that the charges (and possibly income options) of the new share class may differ from the share class currently held and that for a dual priced fund, a bid-offer spread may be charged.
- Where contributing to a current year ISA following a transfer, I apply to subscribe to an ISA in the tax year 2019/2020, and if investing in Monthly Savings, each subsequent year until further notice.
- I have not subscribed and will not subscribe more than the overall subscription limit in total to any combination of permitted ISAs in the same tax year.
- I have not subscribed and will not subscribe to another Stocks and Shares ISA in the same tax year that I subscribe to this Stocks and Shares ISA.
- I am resident in the United Kingdom for tax purposes or, if not so resident, either perform duties which, by virtue of Section 28 of Income Tax (Earnings & Pensions) Act 2003 (Crown employees serving overseas), are treated as being performed in the United Kingdom, or I am married to, or in a civil partnership with a person who performs such duties. I will inform FundsNetwork if I cease to be so resident or to perform such duties or to be married to, or in a civil partnership with, a person who performs such duties.
- I authorise Financial Administration Services Limited to:
  - hold my cash subscription, ISA investments, interest, dividends and any other rights or proceeds in respect of those investments and any other cash;
  - make on my behalf any claims to relief from tax in respect of ISA investments.
  - switch my holdings into a different share class of the same fund, if applicable.
- The information given by me/us is correct to the best of my/our knowledge, and I/we will inform FundsNetwork immediately of any changes to the information contained therein.
- As a FundsNetwork customer, an element of the monies I/we hold in my/our account may pay fees to my/our intermediary. I/We authorise Fidelity to link the relevant plan year, or fee to the intermediary specified on this form.

Signing on behalf of others

If you are an attorney signing on behalf of the applicant, you must attach:

- an original sealed Court of Protection/Enduring Power of Attorney stamped by the Office of the Public Guardian (where the client is mentally or physically incapacitated), or
- Power of Attorney with a signed letter confirming that the client is prevented from signing the application as a result of their physical incapacity (in cases of physical incapacity only).

Copies of the Power of Attorney must, on every page, be certified as true copies with:

- the words 'I certify this to be a true copy of the original', and
- the certifier's signature and printed name, date, official stamp or professional capacity.

Documents can be certified by a solicitor, justice of the peace, notary public, commissioner of oaths or stockbroker.

Please sign the next page

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6 Declaration and signature (conitnued)

Signatures of all applicants

By signing here you confirm that you've read and completed all relevant sections as per the instructions on this form.

For ISA re-registrations, only the primary account holder signature box is required to be signed.

Primary account signature

Print name

Second account signature

Print name

Third account signature

Print name

Fourth account signature

Print name

Date signed

☐☐☐☐☐☐☐☐ **(DDMMYYYY)**

Note:
For applications with joint holders the Joint Holder Supplement Form must also be completed and returned with this application form.

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