

# JISA Application Form

## SECTION A PERSONAL DETAILS

Please provide all of the personal details for both yourself and the child.

Providing your email address will allow us to send certain documentation via email. If you don't provide an email address you will be unable to update your account via email. This includes new investments into your account and redemptions from your account.

### Client Identification

In order to comply with Money Laundering Regulations we are required to verify the identity and address of the applicant. We will do this by checking details against an electronic identity verification platform. These checks will not have any impact on your credit rating.

In the event that we are unable to verify your identity in this way we may write to you to request additional documentation.

Overseas investors should contact us prior to investing to discuss our requirements. This will include tax information that may be shared with the appropriate tax authorities.

**Junior ISA Application Form 2022/2023**

IFSL Fund Services

Please complete this form in **BLOCK CAPITALS** and return to: Investment Fund Services Limited (IFSL), Marlborough House, 59 Chorley New Road, Bolton, BL1 4QB, via email at [dealing@ifslfunds.com](mailto:dealing@ifslfunds.com), by facsimile on 01204 533045 or to your financial adviser.

**SECTION A - PERSONAL DETAILS - please complete this section in full as this is mandatory**

**REGISTERED CONTRACT DETAILS**

Title Surname Forename(s)

Permanent residential address

Postcode

Nationality Date of birth

Telephone number

Email address

Existing holder ID / account number (if known)

Where you have provided an email address, information and documentation relevant to the operation and maintenance of your account will be sent via email. Please tick this box if you wish to receive this via the post:

I apply to open a Junior Stocks & Shares ISA for the following person who will be the beneficial owner of the account investments

**CHILD'S DETAILS**

Title Surname Forename(s)

Permanent residential address

Postcode

Nationality Date of birth

National insurance number If you do not have a NI number please tick this box

I apply to subscribe for a Junior Stocks & Shares ISA for the tax year 2022/2023 and consecutive tax years thereafter, until further notice. (Please be aware that this statement, recommended by HMRC, enables you to invest in consecutive tax years without the need for a new application form. It does not oblige you to invest with IFSL in consecutive tax years unless you decide to do so.)

I apply to transfer the child's existing Junior ISA/Child Trust Fund into a Stocks & Shares Junior ISA provided by IFSL. (Please ensure section C is completed if you are transferring from another provider)

**SECTION B - FINANCIAL ADVISER'S DETAILS - to be completed by your financial adviser if applicable**

Adviser's name/firm

Adviser's email address

FCR/FRN number

Agency code (if known)

Please tick all which apply:

Cancellation rights apply  Discretionary business  Advised business

Execution only  Portfolio management services

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## SECTION B FINANCIAL ADVISER DETAILS

If you are investing via a financial adviser they will need to complete this section.

## SECTION C TRANSFER INSTRUCTION

Transfer instruction to existing Junior ISA manager or Child Trust Fund (CTF) Provider-this section is optional and only needs completing if you are transferring an existing Junior ISA or Child Trust Fund.

## SECTION D PRIVACY NOTICE

Please inform us if you wish to be kept informed of our investment products and services.

**SECTION C - TRANSFER INSTRUCTION TO EXISTING JUNIOR ISA MANAGER OR CHILD TRUST FUND (CTF) PROVIDER - this section is optional and only needs completing if you are transferring an existing Junior ISA or Child Trust Fund**

I hereby authorise you to transfer the Junior ISA/CTF referred to in this section by liquidating the assets, with any additional cash held in my ISA to IFSL. Any dividends, tax credits, sale proceeds or other monies as soon as possible. In addition, I authorise you to supply IFSL with full details of the Junior ISA/CTF on the proceeds forwarded the transfer process will commence from receipt of this application unless stated otherwise. Please forward a full hold, along with the cheque made payable to 'IFSL' at your earliest convenience to the address above.

Junior ISA Manager/CTF Provider Name

Junior ISA Manager/CTF Provider Address

Postcode

Telephone number

Account Number(s)

Approximate value (if known) £

Signature Date

I wish to transfer the whole of the child's existing Stocks & Shares Junior ISA to a Stocks & Shares Junior ISA held with IFSL.

I wish to transfer the whole of the child's existing Child Trust Fund to a Stocks & Shares Junior ISA held with IFSL.

I wish to transfer the whole of the child's existing Cash Junior ISA subscription to a Stocks & Shares Junior ISA held with IFSL.

**SECTION D - PRIVACY NOTICE**

We're committed to processing the personal data that you provide to us in line with the latest data protection and data privacy legislation in force within the United Kingdom. We'll use your information in order to provide you with the products and services when you request it, meet our legal obligations and for the purposes of fraud prevention.

**Our full Privacy Notice**

It's important that you read our full Privacy Notice, which explains how the personal information you give us will be used. The Privacy Notice can be found on our website at [www.ifslfunds.com](http://www.ifslfunds.com), or you can ask us for a copy.

**COMMUNICATING WITH YOU INCLUDING DIRECT MARKETING**

We'd like to let you know about IFSL investment products and services we think would be of interest to you. However, we'll only contact you if you consent by ticking the boxes below.

**Your marketing preferences**

I'm happy for IFSL to contact me in the following ways about investment products, services and promotional offers that may be of interest:

Please tick here: By post  By phone  By email

You can withdraw your consent at any time by letting us know by post, phone or email. Please note we will continue to contact you with information relevant to the operation and maintenance of your account as required by law.

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## SECTION E INVESTMENT DETAILS

Please provide details of your investment choices.

The SEDOL/ISIN of your chosen funds are available from your Financial Adviser. Alternatively they are available in the funds section of our website [www.ifslfunds.com](http://www.ifslfunds.com). Minimum investment requirements are also available on the website within each fund prospectus.

### Payments

Cheques must be made payable to IFSL and must be drawn on an account in the name of the applicant.

## SECTION I THE DIRECT DEBIT GUARANTEE

This section is to be retained by you. Please cut off this section before sending in your application.

**SECTION E - INVESTMENT DETAILS** - please provide details of your investment choices. This section is mandatory

Fund name	SEDOL/ISIN of Fund	Lump Sum Investment	Monthly Amount
1.			
2.			
3.			
4.			
5.			
Investment limit amount for the tax year 2022/2023 £9,000.00		TOTAL	

Lump Sum Payment can be sent via bank transfer to our client account using the following details: Account Name: Investment Fund Services Limited; Sort Code: 50-05-30; Account Number: 54997951 and must include the main applicant's full name as a reference. Alternatively payment can be made by cheque made payable to 'Investment Fund Services Limited'. Initial investments into an ISA account cannot be processed until we receive the payment.  
Monthly: Please ensure that section G is fully completed to allow us to process your application.  
Maximum investment amount in a Junior ISA is £750 per month.

**SECTION F - INCOME**  
Income will either be accumulated (where accumulation units/shares are available) or automatically reinvested at NAV (where only income units/shares are available).

**SECTION G - MANDATE DETAILS - INSTRUCTION TO YOUR BANK OR BUILDING SOCIETY TO PAY BY DIRECT DEBIT**

To: The Manager, Bank/Building Society, Service User: Investment Fund Services Ltd (IFSL), Marlborough House, 59 Chorley New Road, Bolton BL1 4QP, Service User No: 2 4 0 5 6 0 0  
Address: Reference to be completed by IFSL  
Postcode:   
Name(s) of Account Holder(s): Instruction to your Bank or Building Society: Please pay IFSL Direct Debits from the account detailed on this instruction subject to the safeguards, assured by the Direct Debit Guarantee. I understand that this instruction may remain with IFSL and if so, details will be passed electronically to my Bank/Building Society.  
Bank/Building Society Account Number:   
Branch Sort Code:   
Direct Name:   
Signature:   
Date:   
We will write to you to confirm the date on which your Direct Debit will be collected.

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## SECTION F INCOME

Junior ISA accounts cannot have income paid out. Therefore all investments will use accumulation units where available. Where this is not available any income will be automatically reinvested into the fund.

## SECTION G MANDATE DETAILS

Please complete this section in full for monthly investments or leave this blank if you are investing a lump sum. **NB** the bank account name must match the name of the applicant.

## SECTION H DECLARATION

This section is mandatory. Please ensure you read this section fully and sign & date in the appropriate place.

**SECTION H - DECLARATION** - please ensure that you read and sign this section as this is mandatory

I declare that I have read and understood the relevant Key Investor Information Document (KIID) and the Supplementary Information Document (SID) I understand that these documents form part of the terms and conditions of my investment in the fund(s). These documents are available at [www.ifslfunds.com](http://www.ifslfunds.com)

I acknowledge that the full prospectus of the relevant fund(s) (which includes the risk warnings relevant to the investment) with details of minimum investment amounts of the fund(s) and the dealing time deadlines for processing applications, are available from IFSL and also at [www.ifslfunds.com](http://www.ifslfunds.com)

I declare that I am 18 years of age or over. The child is resident in the United Kingdom (UK), or is a UK Crown servant, a dependent of a UK Crown servant or is married to or in a civil partnership with a UK Crown servant.

I confirm that the child is not a US Person (either a resident or citizen) and acknowledge that US Persons cannot hold shares/funds in the fund(s)

I am the child's/ have parental responsibility for that child

If the child holds a CTF it must be transferred as part of this application

I will be the registered contact for the Junior ISA

I am the registered contact for the child's CTF

The child named above is the beneficial owner of the account investments

I apply to subscribe for a Junior Stocks & Shares ISA for the tax year and amount, stated overleaf and any consecutive years thereafter

I have not subscribed and will not subscribe to another Junior Stocks & Shares ISA of this type for this child

I am not aware that this child has another Junior ISA of this type. I am not aware of other Junior ISA subscriptions that will result in this child exceeding the annual limit

I will not knowingly make subscriptions to Junior ISAs for this child that will result in the subscription limit being exceeded

I apply to transfer the existing stakeholder CTF as part of the application process

The following stakeholder CTF features might not be included in a Junior ISA

- Lifestyling from age 15
- Minimum subscriptions of £10 allowed
- Annual charge cap of 1.5%

If the transfer from the CTF is not successful, any Junior ISA that has been opened on a provisional basis to accept the transfer will be invalid, and any subscriptions to the provisional Junior ISA will be returned. The CTF will remain intact. I understand that I will be informed if the transfer is unsuccessful

I hereby authorise IFSL:

- (i) to hold the child's subscription, Junior ISA investments, interest, dividends and any other rights or proceeds in respect of those investments and any other cash
- (ii) to make on behalf of the child, any claims to relief from tax in respect of Junior ISA investments

I acknowledge that I have read and understood the IFSL Junior ISA Terms & Conditions and agree to be bound to these. These Terms & Conditions are available at [www.ifslfunds.com](http://www.ifslfunds.com)

To the best of my knowledge and belief, all statements made in this application form are true and correct and I shall inform the plan manager immediately of any changes herein

I have read the IFSL Privacy Notice concerning the use of my personal data

Registered Contact Signature:  Date:

**SECTION I - THE DIRECT DEBIT GUARANTEE** - please retain for your own records

Banks and building societies may not accept Direct Debit instructions from all types of account. This guarantee should be detached from the application form by the payer.

This Guarantee is provided by all banks and building societies that accept Direct Debits

If there are any changes to the amount, date or frequency of your Direct Debit IFSL will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request IFSL to collect a payment, confirmation of the amount and date will be given to you at the time of the request.

If an error is made in the payment of your Direct Debit, by IFSL or your bank or building society, you are entitled to a full and immediate refund of the amount paid from your bank or building society

If you receive a refund you are not entitled to, you must pay it back when IFSL asks you to

You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.

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### WHAT IS A KIID & SID?

The KIID (Key Investor Information Document) is a document which gives key information about a fund(s) including the nature and risk of the fund. The SID (Supplementary Information Document) is a document which provides additional useful information you should be aware of before investing with IFSL. These documents are available within the funds section of our website [www.ifslfunds.com](http://www.ifslfunds.com) and must be read before submitting the application.

## CHECKLIST

- Have you read the KIID, SID and T&Cs for the fund(s) you are investing in?
- Lump sum investment: have you enclosed a cheque for the investment amount made payable to IFSL?
- Monthly Investment: have you completed section G to set up your Direct Debit and detached & kept the Direct Debit Guarantee in section I?
- Have you read, signed & dated the declaration?

Investment Fund Services Limited (IFSL) is registered in England and Wales No. 06110770. Authorised and regulated by the Financial Conduct Authority and a member of The Investment Association.

Marlborough House, 59 Chorley New Road, Bolton, BL1 4QP

Investor Support: 0808 178 9321

Email: [ifslclientsupport@ifslfunds.com](mailto:ifslclientsupport@ifslfunds.com)

Website: [www.ifslfunds.com](http://www.ifslfunds.com)

**IFSL**

Fund Services