

# Trust Account Application Form

## SECTION A TRUST DETAILS

**This section is mandatory**

Please provide all details of the trust.

### Primary Contact

The primary contact is the person who we will direct correspondence to in the first instance.

### Account Designation

Each account can have a designation applied in order to identify the beneficial owner of the account. The account designation has a maximum 30 characters.

### Client Identification

In order to comply with Money Laundering Regulations we are required to verify the identity of all applicants.

### Overseas Investors

If you have a residence outside of the UK, please ensure you submit a Tax Residency Self-certification form along with this application form. Failure to do so may result in your application being returned to you for full completion.

## SECTION C PROTECTOR OR CONTROLLER OF THE TRUST

In order to comply with Money Laundering Regulations we are required to verify the identity of any Protector or Controller of the Trust. We do this by checking your details against an electronic identity verification platform. These checks won't have any impact on your credit rating. If we can't verify all identities we may write to you with further requirements. A Protector or Controller of the Trust is someone other than the Trustee(s) who exercises powers over the administration of the Trust.

## SECTION F FINANCIAL ADVISERS DETAILS

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

Trust Account Application Form

IFSL Fund Services

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

**SECTION A - TRUST DETAILS - please complete this section as it is mandatory**

If an individual has an address outside of the UK, a CRS-I form must be submitted alongside this application form. If a company has an address outside of the UK, a CRS-E form must be submitted alongside this application form.

Full name of the Trust

Primary contact

Trust registration

Country of establishment

Existing holder ID / account number (if known)

Correspondence address

Telephone number

Email address

Nature/Purpose of the Trust

Please confirm the original source of capital

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:

**SECTION B - TRUSTEES - please provide details for all Trustees**

These are the people or entities who have responsibility for the running of the Trust and are usually listed within the Trust documentation. If there are further Trustees please include their details under separate cover.

Trustee name

Residential address

Postcode

Date of birth

Trustee name

Residential address

Postcode

Date of birth

Trustee name

Residential address

Postcode

Date of birth

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## SECTION B TRUSTEES

**This section is mandatory**

We're required to verify the identity of all Trustees. We do this by checking your details against an electronic identity verification platform. These checks won't have any impact on your credit rating. If we can't verify all identities we may write to you with further requirements.

### Overseas Trustees

If any of the trustees have a residence outside of the UK, please ensure you submit a Tax Residency Self-certification form along with this application form. Failure to do so may result in your application being returned to you for full completion.

## SECTION D SETTLOR OF THE TRUST

In order to comply with Money Laundering Regulations we are required to verify the identity of any Settlor of the Trust. We do this by checking your details against an electronic identity verification platform. These checks won't have any impact on your credit rating. If we can't verify all identities we may write to you with further requirements. A Settlor of the Trust is the person who set up the Trust and transfers control of the asset(s) to the Trustees for the benefit of the beneficiaries.

## SECTION E BENEFICIAL OWNER

In order to comply with Money Laundering Regulations we are required to verify the identity of all beneficial owners. We do this by checking your details against an electronic identity verification platform. These checks won't have any impact on your credit rating. If we can't verify all identities we may write to you with further requirements. A beneficial owner is an individual or company who ultimately owns the underlying assets of the trust.

**SECTION C - PROTECTOR OR CONTROLLER OF THE TRUST**

This is someone other than the Trustee who exercises powers over the administration of the Trust.

Name

Residential address

Postcode

Date of birth

**SECTION D - SETTLOR OF THE TRUST**

This is the person who sets up the Trust and transfers control of the asset to the Trustees for the benefit of the beneficiaries.

Name

Residential address

Postcode

Date of birth

**SECTION E - BENEFICIAL OWNERS - please complete this section with details of the beneficial owners of the trust**

A beneficial owner is an individual or company who ultimately owns or will benefit from the underlying asset. If there are further beneficial owners please include their details under separate cover.

Trust beneficial owner

Residential address

Postcode

Date of birth

Trust beneficial owner

Residential address

Postcode

Date of birth

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

Adviser's name

Adviser's email address

FCA/FRN number

Agency code (if known)

Please tick all which apply

Caravan rights apply  Discretionary business  Advised business

Execution only  Portfolio management services

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## SECTION G INCOME INSTRUCTION & BANK DETAILS

This section is mandatory.

Please let us know what you would like us to do with any income from your investment. If no bank account details are provided we are unable to pay out any income and this will instead be reinvested, using accumulation shares where available. NB cheques cannot be sent for dividend cheques. The payment must be made to a bank account in the name of the Trust registered as the main holder.

## SECTION I 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 one of the applicants.

## SECTION K TRUST DEED

In order to open an account for a Trust, we are required to receive a copy of the original Trust Deed or Declaration of Trust along with any subsequent Supplemental Deeds which relate to the change of Trustees and the Trust's registration (or exemption) with the Trust Registration Service (TRS) at HMRC.

## SECTION L PRIVACY NOTICE

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

**SECTION G - INCOME INSTRUCTION & BANK DETAILS - please tick only one option. This section is mandatory**  
When providing bank details please ensure these are accurate as we cannot accept any responsibility for payments made to incorrect account details which have been provided here.

REINVEST (accumulation shares will be used where available) OR  PAY INCOME TO MY BANK ACCOUNT (see below)

Cheques can only be sent for dividend payments, if bank details are not provided income will be reinvested.

Name of bank/building society \_\_\_\_\_  
Name of account holder \_\_\_\_\_  
Bank account number \_\_\_\_\_ Sort code \_\_\_\_\_  
Rail number / building society reference \_\_\_\_\_

**SECTION H - 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.			
TOTAL			

Lump Sum Payment can be sent via bank transfer to the IFSL - Client Account Sort code 40-05-30 Account no. 5497761 and must include the main applicants full name as a reference. Alternatively payment can be made by cheque, up to a maximum amount of £100,000.00, made payable to IFSL.  
Monthly please ensure that Section I is fully completed to allow us to process your application.

**SECTION I - 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), Highborough House, 59 Clonkey New Road, Bolton BL1 4QP  
Address \_\_\_\_\_ Service User No: 214545  
Postcode \_\_\_\_\_ Reference (to be completed by IFSL): \_\_\_\_\_  
Name of Account Holder \_\_\_\_\_  
Branch/Sort Code \_\_\_\_\_ Direct Name \_\_\_\_\_  
Signature \_\_\_\_\_ Date \_\_\_\_\_  
Please be aware that any bank details provided in this section will override any existing bank details that we may hold for you, unless otherwise stated. We will write to you to confirm the date on which your Direct Debit will be collected.

**SECTION J - AUTHORISED SIGNATORIES**  
If there is an Authorised Signatory List (ASL) in place for the Trust, please provide an original or certified copy of the most up to date version. If there is no ASL, in place then any instruction will need to be signed by a Trustee. Where a Trustee is a company, we will also need an original or certified copy of their most up to date ASL.

**SECTION K - TRUST DEED AND EVIDENCE OF REGISTRATION WITH THE TRS**  
Please provide:  
+ an original or certified copy of the original Trust Deed/Declaration of Trust.  
+ any subsequent Supplemental Deeds which relate to the change of Trustees.  
+ the Trust's registration (or exemption) with the Trust Registration Service at HMRC.  
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## SECTION H 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.

Settlement payment for any deals placed should be sent to the following bank details prior to the application being received and must be sent from an account in the name of the trust:

Account name  
IFSL Client Account

Sort code 40-05-30

Account number 5497761

## SECTION J AUTHORISED SIGNATORIES

Where applicable, please provide us an original or certified copy of your most up to date Authorised Signatory List (ASL). For a certified copy, the certification must state "True Copy", must be in wet ink and must include the date the certification took place. It must be certified in line with the ASL itself.

If there is no signatory list in place then any future instruction must be signed by all Trustees.

Where a Trustee is a Company, we will also need an original or certified copy of their most up to date ASL.

**SECTION L - PRIVACY NOTICE**

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

Our full Privacy Notice explains how the personal information you give us will be used. We strongly advise that you read our full Privacy Notice, which you can find 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 M  
DECLARATION**

**This section is mandatory.**

Please ensure you read this section fully and sign & date in the appropriate place in line with your authorised signatory list.

Please also ensure you have provided the Trust's registration (or exemption) with the Trust Registration Service (TRS) at HMRC.

We may be unable to proceed with your application without this. For further information, please visit: [www.gov.uk/guidance/register-a-trust-as-a-trustee](http://www.gov.uk/guidance/register-a-trust-as-a-trustee)

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

EVERY TRUSTEE MUST SIGN THIS SECTION. WHERE A TRUSTEE IS A COMPANY, THIS MUST BE SIGNED IN ACCORDANCE WITH YOUR MOST UP TO DATE SIGNATORY LIST. IF REQUIRED, PLEASE ADD FURTHER SIGNATURES ON A SEPARATE DOCUMENT ATTACHED TO THIS APPLICATION FORM.

I/We declare that I/We have read and understood the relevant Key Investor Information Document (KIID), the Supplemental Information Document (SID) and the Investment Fund Services Limited Terms & Conditions and agree to be bound to them. I understand that these documents form part of the terms and conditions of my/our investment in the fund(s) and 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 fund(s) along with details of minimum investment amounts of the fund(s) and the dealing time deadlines for processing of subscriptions), are available from IFSL and also at [www.ifslfunds.com](http://www.ifslfunds.com)
- To the best of my/our knowledge and belief, all statements made in this application form are true and correct and I/We shall inform the plan manager immediately of any changes herein
- I/We declare that I am/We are 18 years of age or over and I/We wish to buy units/shares as set out above at the buying price prevailing at the first valuation point following receipt of this completed application
- I/We declare that I am not/We are not US Person(s) (either a resident or citizen) and acknowledge that US Persons cannot hold units/shares in the fund(s)
- I/We have read the IFSL's Privacy Notice concerning the use of my/our personal data
- I/We have provided the Trust's registration (or exemption) with the Trust Registration Service (TRS) at HMRC

Trustee Name \_\_\_\_\_ Date | | | | | | | | | |

Trustee Signature \_\_\_\_\_ Date | | | | | | | | | |

Trustee Name \_\_\_\_\_ Date | | | | | | | | | |

Trustee Signature \_\_\_\_\_ Date | | | | | | | | | |

Trustee Name \_\_\_\_\_ Date | | | | | | | | | |

Trustee Signature \_\_\_\_\_ Date | | | | | | | | | |

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

Banks and Building Societies may not accept Direct Debit instructions for some types of account. This guarantee should be detached and retained by the payer.

- This Guarantee is offered by all banks and building societies that accept instructions to pay 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 building society, you are entitled to a full and immediate refund, 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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**SECTION N  
DD GUARANTEE**

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

**CHECKLIST**

- Have you provided an original or certified copy of the original Trust Deed/Declaration of Trust along with any subsequent Supplemental Deeds which relate to the change of Trustees and TRS evidence?
- Have you provided an original or certified copy of the most up to date version of the Trust's Authorised Signatory List?
- Have you read the KIID and SID for the fund(s) you are investing in?
- Have you provided up to date bank details if you wish to have your income paid out to you? Without bank details any income will be reinvested using accumulation shares where available
- Have you read, signed & dated the declaration?
- Have you read the IFSL Terms & Conditions?

**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.**

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-  Marlborough House, 59 Chorley New Road, Bolton, BL1 4QP
-  Investor Support: 0808 178 9321
-  Email: [enquiries@ifslfunds.com](mailto:enquiries@ifslfunds.com)
-  Website: [www.ifslfunds.com](http://www.ifslfunds.com)