

ISA Transfer Form



IFSL

Fund Services

SECTION A PERSONAL DETAILS

This section is mandatory

Please provide all of your personal details.

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 need to verify your identity. 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 your identity we may write to you with further requirements.

Overseas Investors

If you are a non-UK resident please contact us before investing to discuss your tax position.

SECTION C INVESTMENT DETAILS

This section is mandatory

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. Minimum investment requirements are also available on the website within each fund prospectus.

SECTION E PRIVACY NOTICE

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

ISA Transfer Form IFSL Fund Services

Please complete this form in **BLOCK CAPITALS** and return to: IFSL Sanlam, Marlborough House, 59 Chorley New Road, Bolton BL1 4QR via email at 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

Title _____ Surname _____ Forename(s) _____
 Permanent postal address _____
 Nationality _____ Postcode _____
 National insurance number _____ Date of birth _____
 Telephone number _____
 Email address _____
 Existing holder ID / account number (if known) _____
 How would you like to receive documentation related to your investments? Post Email
 I apply to transfer my existing Stocks & Shares ISA into a Stocks & Shares ISA provided by IFSL.
 I apply to transfer my existing Cash ISA into a Stocks & Shares ISA provided by IFSL.

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

Adviser's name/firm _____ Adviser's firm stamp **B**
 Adviser's email address _____
 FCA/FRN number _____
 Agency code (if known) _____
 Cancellation rights apply Discretionary business Advised business
 Execution only Portfolio management services

SECTION C - INVESTMENT DETAILS - please provide details of your investment choices as this is mandatory

Please indicate how much of your total transfer value you wish to invest in each fund

Fund n°	SEDOL/ISIN of Fund	% Split
1.		
2.		
3.		
4.		
5.		
TOTAL		100%

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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 D TRANSFER INSTRUCTION TO EXISTING ISA MANAGER

This section is mandatory

Please provide us with details of the existing ISA manager where you are transferring your ISA from. This section is mandatory as we need to pass your authority on to your existing provider as part of the transfer process.

If you are transferring an existing cash ISA the cash will be invested into the fund(s) you have chosen in Section C. If you are transferring an existing stocks and shares ISA, your existing funds will be cashed in and the proceeds will then be invested into the fund(s) you have chosen in Section C.

If you are transferring from multiple ISA managers, separate ISA transfer forms should be used for each one.

Transfer Choices

Please ensure that you use the tick boxes to inform us what you wish to transfer from your existing ISA(s). Please note that not all providers accept partial transfers. If you request a partial transfer and your existing provider rejects the request we will contact you.

SECTION D - TRANSFER INSTRUCTION TO EXISTING ISA MANAGER - please ensure that you complete and sign this section as this is mandatory

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

Manager Name _____
 Manager Address _____ Post Code _____
 Telephone Number _____
 Account Number(s) _____
 Approximate value (if known) £ _____
 Signature _____ Date _____

I wish to transfer the whole of my current years ISA subscription
 I wish to transfer all of my previous years ISA subscriptions
 I wish to transfer specific whole tax years e.g. 2017/2018 Please state which years _____
 I wish to transfer £ _____ or _____ % of my ISA holding for previous tax years

For a partial transfer (Option 4): Please state which funds are to be transferred if the existing ISA holding is held in a Stocks & Shares ISA

SECTION E - 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 the service detailed in this Transfer Instruction and to administer your investments, communicate with you and provide information on our products and services. We request it, to meet our legal obligations and for the purposes of fraud prevention.

Our full privacy policy is available on our website at www.ifslfunds.com. It's important that you understand 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, 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 F INCOME INSTRUCTION & BANK DETAILS

This section is mandatory

Please tell us what you would like us to do with any income from your investment.

If no bank details are provided we are unable to pay out any income and this will instead be reinvested, using accumulation shares where available.

Any payment made must be to an account held in your name. We are unable to offer dividend payments by cheque.

SECTION F - 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 INCOME
(accumulation shares will be used where available)

OR

PAY INCOME TO MY BANK ACCOUNT
(see below)

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

Name of bank/building society _____

Name of _____
Bank acc. _____ Sort code _____

Roll number / building society reference _____

SECTION G - 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), the Supplementary Information Document (SID) and the IFSL Terms & Conditions and agree to be bound to these. I understand that these documents form part of the terms and conditions of my investment in the fund(s) and are available at www.ifslfunds.com

* I acknowledge that the full prospectus of the relevant fund(s) (which includes the risk warnings relevant to the fund(s) 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

* 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 declare that I am 18 years of age or over, I am resident in the United Kingdom (UK) for tax purposes or, if not so resident, either perform duties which, by virtue of Section 54 of Income Tax (Earnings & Pensions) Act 2003 (Crown employees serving overseas) are treated as being performed in the UK, or I am married to or in a civil partnership with, a person who performs such duties. I will inform IFSL if I cease to be so resident or to perform such duties or be married to, or in a civil partnership with, a person who performs such duties.

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

* Where I am applying to transfer my current year ISA subscription, I acknowledge that this is to be subscribed in a Stocks & Shares ISA for the current tax year and any consecutive years thereafter

* Where I am applying to transfer my current year ISA subscription, I confirm that I have not subscribed to another Stocks & Shares ISA in the current tax year other than that which is being transferred as part of this application. I also confirm that I will not subscribe to another Stocks & Shares ISA in the same tax year that I subscribe to this Stocks & Shares ISA

* I have not subscribed/made payments, and will not subscribe/make payments, more than the overall subscription/payment limit in total to a cash ISA, a stocks and shares ISA, an innovative finance ISA, and a Lifetime ISA in the same tax year

* All subscriptions made and to be made belong to me

* I hereby authorise IFSL:

(i) to hold my cash subscription, ISA investments, interest, dividends and any other rights or proceeds in respect of those investments and any other cash

(ii) to make on my behalf any claims to relief from tax in respect of ISA investments

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

Client Signature _____ Date: | | | | | | | |

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SECTION G DECLARATION

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

CHECKLIST

- 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 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

 Website: www.ifslfunds.com

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