

# Fund and Share Transfer Application

This application is subject to the Online Investment Service Terms of Business, which you should read carefully and ensure you understand fully before completing and signing this form. Please talk to us if there is anything in the Terms or this application which you do not understand or about which you require further clarification.

- If you are transferring shares held in a nominee account (investments held on your behalf by another fund provider or stockbroker) or funds, please ensure that you complete and return a **Transfer Letter of Authority** with this form. If you wish to make a partial transfer of your account, you should complete our **Partial Transfer Letter of Authority** instead
- If you are transferring stocks which are certificated (securities held in paper form in your own name), please complete a **Stock Lodgement Form** and return it with this application. We will then send you a **Crest Transfer Form** for you to sign and return for each security you are transferring
- A list of the investments you are transferring should also be submitted where possible. For example, a copy of your last valuation statement

The Bestinvest Online Investment Service is an online service. If you are transferring your existing funds or shares as cash, we will not automatically invest cash received as part of a transfer. You should choose your new investments once the cash has been paid into your Investment Account following receipt from your current provider. Investment selections should be made online at [bestinvest.co.uk/ois](https://bestinvest.co.uk/ois). You can check your cash balance at any time by going to our website and logging in to your account. If you are new to the Bestinvest Online Investment Service, we will send you an email letting you know how to set up your password and log in to your account.

Need help in completing this form? Call us on **020 7189 2400**.

Please complete all sections of this form in **BLOCK CAPITALS**

## 1. Your details (Please complete all sections)

First named holder

Title (Mr/Mrs/Miss/Ms/Other)

Surname

First names (in full)

Permanent residential address

Postcode

Date of Birth

Email (you must have an email address to join the Bestinvest Online Investment Service)

Daytime Telephone Number

Country of Birth

Citizenship

Evening Telephone Number

Additional Citizenship (if applicable)

Additional Citizenship (if applicable)

Client Number (existing Bestinvest clients only)

National Insurance Number

Are you tax resident in a country other than the UK?

If you have ticked 'Yes' which country?

If you have ticked 'Yes' please provide your Tax Identification Number (TIN)

Yes

No

If you do not have a TIN please explain why

## 2. Joint holders

**Please complete the personal details for each and every joint holder**

Second named holder

Title (Mr/Mrs/Miss/Ms/Other) Surname

First names (in full)

Permanent residential address

Postcode

Date of Birth

Email (you must have an email address to join the Bestinvest Online Investment Service)

Daytime Telephone Number

Country of Birth

Citizenship

Evening Telephone Number

Additional Citizenship (if applicable)

Additional Citizenship (if applicable)

Client Number (existing Bestinvest clients only)

National Insurance Number

Are you tax resident in a country other than the UK? If you have ticked 'Yes' which country?

Yes  No

If you have ticked 'Yes' please provide your Tax Identification Number (TIN)

If you do not have a TIN please explain why

Third named holder

Title (Mr/Mrs/Miss/Ms/Other)

Surname

First Names (in full)

Permanent Residential Address

Postcode

Date of Birth

Email (you must have an email address to join the Bestinvest Online Investment Service)

Daytime Telephone Number

Country of Birth

Citizenship

Evening Telephone Number

Additional Citizenship (if applicable)

Additional Citizenship (if applicable)

Client Number (existing Bestinvest clients only)

National Insurance Number

Third named holder (continued)

Are you tax resident in a country other than the UK? If you have ticked 'Yes' which country?

If you have ticked 'Yes' please provide your Tax Identification Number (TIN)

Yes

No

If you do not have a TIN please explain why

### 3. Designation (Only complete this section if you wish to specify a designation for your account)

You can designate using numbers and letters only.

### 4. Your investment

I would like to fund my account using debit card or invest by monthly savings, which I will set up myself online once this form has been processed.

- Please do not attempt to process any payments until your activation email has been received. If you require any further assistance in relation to payments please do not hesitate to contact a member of the New Business Team on 020 7189 2400

### 5. Your documentation Only complete this section if you are new to the Bestinvest Online Investment Service

As a Bestinvest client you have a choice about how you receive your contract notes and statements. Please indicate your choice by ticking one of the following options.

Online only  
(free of charge)

Online and by post (a charge of £37.50 plus VAT per quarter will be made, which covers all Bestinvest Online Investment Service accounts you may have)

### 6. Your income

If you are transferring income units please select one of the following two options. If you do not indicate which option you wish to use then we will select the 'Cash on account' option as default.

Reinvest

Any income will be used to purchase further units in this fund  
(please note that this option is not available for all funds)

or

Cash on account

Any income will be held as cash in the relevant account

### 7. Bank details

Name(s) of account holder(s)

Bank/building society account number

Branch sort code

Address

Postcode

## 8. Declaration & signature

### I/we declare that:

I/we confirm that I/we have received the Bestinvest Online Investment Service Terms of Business; I/we also confirm that I/we have been given the opportunity to read the Terms and the Key Facts, and that I/we have had any questions arising answered satisfactorily. I/we declare that this form has been completed to the best of my/our knowledge

- The information given in this application is, to the best of my/our knowledge, correct and I/we will inform Evelyn Partners Investment Management Services Limited ("Bestinvest") immediately of any changes to these details
- I confirm that I/we have declared all my/our citizenships and/or tax residence(s) to Bestinvest on this application form. I/we understand this is required for Bestinvest to comply with UK and international tax legislation
- I/we confirm that I/we have received the Bestinvest Online Investment Service Terms of Business; I/we also confirm that I/we have been given the opportunity to read the Terms and the Key Facts, and that I/we have had any questions arising answered satisfactorily. I/we declare that this form has been completed to the best of my/our knowledge
- The information given in this application is, to the best of my/our knowledge, correct and I/we will inform Evelyn Partners Investment Management Services Limited ("Bestinvest") immediately of any changes to these details
- I confirm that I/we have declared all my/our citizenships to Bestinvest on this application form. I/we understand this is required for Bestinvest to comply with UK and international tax legislation

### I/we understand that:

- A Bestinvest Investment Account will be opened in my/our name as a result of this application
- Any fees or charges arising in connection with my/our Investment Account will be deducted from this account
- I am/we are required to complete and maintain a Direct Debit Mandate which will be used to (i) verify my/our bank details and (ii) will be used if I/we choose to make monthly savings to my/our Online Investment Service accounts
- Any fund rebates will be paid into my/our Investment Account
- The information I/we provide on this application form will be processed in accordance with Bestinvest's data protection statement contained in the Bestinvest Online Investment Service Terms of Business
- In order to comply with Money Laundering Regulations, Bestinvest will use the information I/we have provided to check my/our identity and may undertake a search with a credit reference agency (who will record that an enquiry has been made) for the purposes of verifying my/our identity. I/we also understand that the credit reference agency may check the details I/we have supplied and that Bestinvest may request additional evidence of identity from me/us before my/our application is processed
- In order to comply with relevant tax regulations, where required, Bestinvest will share information about my/our financial account (s) with the relevant tax authorities. It is my/our responsibility to be aware of any tax requirements in my/our country of permanent or tax residence and in the country in which I/we intend to open a financial account and to take any independent tax or legal advice where required.
- Instructions may be delayed or rejected if this application form is not fully completed

### By signing below I agree to the above declaration

Name (First Named Holder)	
<span style="color: red; font-weight: bold;">X</span> <span style="color: lightblue; font-size: 2em; font-weight: bold;">PLEASE SIGN HERE</span> <span style="color: red; font-weight: bold;">X</span>	Date <input type="text" value="D D M M Y Y Y Y"/>
Name (Second Named Holder)	
<span style="color: red; font-weight: bold;">X</span> <span style="color: lightblue; font-size: 2em; font-weight: bold;">PLEASE SIGN HERE</span> <span style="color: red; font-weight: bold;">X</span>	Date <input type="text" value="D D M M Y Y Y Y"/>
Name (Third Named Holder)	
<span style="color: red; font-weight: bold;">X</span> <span style="color: lightblue; font-size: 2em; font-weight: bold;">PLEASE SIGN HERE</span> <span style="color: red; font-weight: bold;">X</span>	Date <input type="text" value="D D M M Y Y Y Y"/>

Once completed, please return this form to: **Online Investment Service, Bestinvest, Royal Liver Building, Pier Head, Liverpool L3 1NY**

Bestinvest is a trading name of Evelyn Partners Investment Management Services Limited, which is authorised and regulated by the Financial Conduct Authority. Registered in England at 45 Gresham Street, London EC2V 7BG. No. 02830297.

We are required to collect certain information from you in order to determine your source of wealth when applying for an account with Bestinvest.

Please complete all sections of this form. If you require help please call us on 020 7189 2400.

**1. Current employment status**

<input type="checkbox"/> Employed - Full time	<input type="checkbox"/> Employed - Part time	<input type="checkbox"/> Self employed
<input type="checkbox"/> Retired	<input type="checkbox"/> Student	<input type="checkbox"/> Unemployed
<input type="checkbox"/> Homemaker	<input type="checkbox"/> Other:	<input type="text"/>

**2. In which industry do/did you work?**

Select one option. If you work/worked in more than one industry, please select the primary source of your income.

<input type="checkbox"/> Aerospace & Defence	<input type="checkbox"/> Agriculture	<input type="checkbox"/> Arts
<input type="checkbox"/> Automotive	<input type="checkbox"/> Charity	<input type="checkbox"/> Chemicals
<input type="checkbox"/> Construction	<input type="checkbox"/> Education	<input type="checkbox"/> Engineering
<input type="checkbox"/> Financial Services	<input type="checkbox"/> Gambling	<input type="checkbox"/> Government/Public Services
<input type="checkbox"/> Healthcare	<input type="checkbox"/> Hospitality/Leisure	<input type="checkbox"/> Legal
<input type="checkbox"/> Manufacturing	<input type="checkbox"/> Media	<input type="checkbox"/> Mining
<input type="checkbox"/> Oil/Gas	<input type="checkbox"/> Pharmaceuticals	<input type="checkbox"/> Power / Utilities
<input type="checkbox"/> Real Estate	<input type="checkbox"/> Religion	<input type="checkbox"/> Retail
<input type="checkbox"/> Technology	<input type="checkbox"/> Telecommunications	<input type="checkbox"/> Transport/Logistics
<input type="checkbox"/> Other:	<input type="text"/>	

**3. What is your salary band?**

- £0 - £24,999
- £25,000 - 49,999
- £50,000 - £74,999
- £75,000 - £99,999
- £100,000 - £149,999
- £150,000 +

**4. This investment has come from**

- Savings from salary/bonus
- Pension
- Property sale
- Property rental
- Inheritance
- Sale of business
- Divorce settlement
- Company profits
- Dividend payment

Other:

**Declaration**

I declare that: I confirm that I have received the Bestinvest Online Investment Service Terms of Business; I also confirm that I have been given the opportunity to read the Terms and the Key Facts, and that I have had any questions arising answered satisfactorily. I declare that this form has been completed to the best of my knowledge.

X
PLEASE SIGN HERE
X

Date

Once completed, please return this form to: **Online Investment Service, Bestinvest, Royal Liver Building, Pier Head, Liverpool, L3 1NY**