

Top Up Form

This form is to be used to make an additional lump sum investment to your existing account.

Please complete this form in **BLOCK CAPITALS** and return to: IFSL, PO Box 13586, Chelmsford, CM99 2GS, or to your financial adviser.

Section A - Charity Details Please complete this section in full as this is mandatory

Legal entity name	
Correspondence address	
Postcode	Country
Registration number	Registration body
Telephone number	Email address
Primary contact name	Position
Existing Account number	

Section B - Financial Adviser's Details To be completed by your financial adviser if applicable

Details provided here must match the details already registered against the account. If the financial adviser has changed then a separate written instruction must be submitted alongside this form.

Adviser's name/firm
Adviser's email address
FCA number
Agency code (if known)

Adviser's firm stamp

Please tick all which apply

☐ Cancellation rights apply

☐ Discretionary business

☐ Advised business

☐ Execution only

☐ Portfolio management services

Section C – Investment Details Please provide details of your investment adjustment

Fund name	ISIN (as shown in KIID)	Lump sum top up amount
		£
		£
		£
		£
		£
TOTAL		£

You can find minimum investment amounts in the relevant fund prospectus.

Investing a lump sum:

Phone us, to **pay by debit card**.

Alternatively, you can **pay by cheque**, made payable to Investment Fund Services Limited.

Payment must come from a bank account in the name of the charity. We're unable to accept payment from a third party.

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 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

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, or you can ask us for a copy.

Section E – Authorised Signatories

Please provide an original or certified copy of your most up to date signatory list.

Section F - Declaration

Please ensure at least two signatories sign from your latest signatory list, unless only one person is authorised to sign on your behalf.

- We wish to make the above mentioned amendments to our existing investment with IFSL
- We declare that we 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. We understand that these documents form part of the terms and conditions of our investment in the fund(s) and are available at www.ifslfunds.com
- We 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
- We have read the IFSL Privacy Notice concerning the use of our personal data

Signed by

Full name

Client signature

Date

D | D | M | M | Y | Y | Y | Y

Full name

Client signature

Date

D | D | M | M | Y | Y | Y | Y

Full name

Client signature

Date

D | D | M | M | Y | Y | Y | Y

Full name

Client signature

Date

D | D | M | M | Y | Y | Y | Y