

# ISA Transfer Form

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

## Section A - Personal Details This section is mandatory

Title	Surname	First name(s)
Permanent residential address		
Postcode		County of address
Telephone number		Email address
Date of birth	National Insurance number	
D   D   M   M   Y   Y   Y   Y	L   L   N   N   N   N   N   L	
Nationality		

### Employment

Occupation (job role)  
e.g., manager, professional, clerical, sales, self employed, retired, home maker etc

Occupation sector (industry)  
e.g., education, financial services, healthcare, civil servant, transport, etc. Please leave blank if you're retired or a home maker

*For anti-money laundering purposes we may need to verify the information provided*

Do you have an existing account with us?

Yes ☐ No ☐

☐ 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	
Adviser's email address		
FCA/FRN number		
Agency code (if known)		
<i>Please tick all which apply</i>		
<input type="checkbox"/> Cancellation rights apply	<input type="checkbox"/> Discretionary business	<input type="checkbox"/> Advised business
<input type="checkbox"/> Execution only	<input type="checkbox"/> Portfolio management services	

Section C – Investment Selection This section is mandatory

Please indicate how much of your investment you wish to invest in each fund

Fund name	ISIN of Fund	% Split
1.		
2.		
3.		
4.		
5.		
TOTAL		100%

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

Manager name

Manager address

Postcode

Telephone number

Account number(s)

Approximate value (if known) £

Signature Date

☐ I wish to transfer the whole of my ISA subscription

☐ I wish to transfer £ or % of my ISA holding

☐ I wish to transfer specific whole tax years e.g. 2017/2018 (please state which years)

Section E - Future Income and Withdrawal Instruction

This section is mandatory

Income options

Where you have chosen to invest in a fund that pays income, you can choose how you would like it paid.  
Please tick one option:

☐ REINVEST IN FUND

☐ PAY TO BANK ACCOUNT

Withdrawals

When you choose to take out part, or all, of your investment, we'll make payment direct into your nominated bank account.

Nominated bank details

Please provide your bank details that any future income and withdrawals are to be paid to. Payment can only be made to a personal account in the name of one of the account holders.

We don't offer payment by cheque.

Name of Bank/Building society

Name of account holder

Bank account number

Sort code

x

|

x

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-

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x

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x

|

-

|

x

|

x

Roll number/building society reference (if applicable)

Section F - 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](http://www.ifslfunds.com), or you can ask us for a copy.

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.

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**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](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 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 28 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)
- 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

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