

# Corporate Unit Trust/OEIC Account Application Form

## A

### Section A - Company Details

This section is mandatory

Please provide all of your company details.

#### 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.

#### Alternative trading names

Providing any alternative trading names will allow us to respond to future queries received from those trading names without the need to seek confirmation that a link between the companies exists.

#### Client Identification

In order to comply with Money Laundering Regulations we are required to verify the status of all corporate entities.

#### Overseas Entities

If you have an address registered outside of the UK, please ensure you submit a CRS-E form along with this application form. Failure to do so may result in your application being returned to you for full completion.

## B

### Section B - Beneficial Ownership

We're required to verify the identity of all beneficial owners, directors & persons of significant control. 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 a person or company who has control of an asset even though it's held under a different name. Where a corporate entity is involved, a beneficial owner is anyone who controls 25% or more of the shares. A Person of Significant Control is any individual who has authority to operate or control the investment.

## C

### Section C - Financial Adviser's details

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

Investment Fund Services

**Corporate Unit Trust/OEIC Account Application Form**

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

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

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

Name of corporate entity \_\_\_\_\_

Registered address \_\_\_\_\_  
Postcode \_\_\_\_\_

Account number (please tick one box only)  
Create new account  Use my existing account  please specify number \_\_\_\_\_

Account Designation (if required - maximum 30 characters) \_\_\_\_\_

Correspondence address \_\_\_\_\_  
Postcode \_\_\_\_\_

Telephone number \_\_\_\_\_ Fax number \_\_\_\_\_

Email address \_\_\_\_\_

Alternative trading names \_\_\_\_\_

**Section B - Key Personnel** Please complete this section with details of all key persons within the corporate entity

Please provide details of any Beneficial Owners, Directors or Persons of Significant Control. A **Beneficial Owner** is an individual or entity which owns more than 25% of the shares or voting rights. A **Person of Significant Control** is any individual who has authority to operate or control the investment. If there is not enough room to list all Key Personnel, please provide details under separate cover.

Name \_\_\_\_\_  
Role \_\_\_\_\_ Date of birth: | | | | | | | |

Beneficial Owner  Director  Person of Significant Control

Permanent residential address \_\_\_\_\_  
Postcode \_\_\_\_\_

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**Section B - Key Personnel** continued

Name \_\_\_\_\_  
Role \_\_\_\_\_ Date of birth: | | | | | | | |

Beneficial Owner  Director  Person of Significant Control

Permanent residential address \_\_\_\_\_  
Postcode \_\_\_\_\_

Name \_\_\_\_\_  
Role \_\_\_\_\_ Date of birth: | | | | | | | |

Beneficial Owner  Director  Person of Significant Control

Permanent residential address \_\_\_\_\_  
Postcode \_\_\_\_\_

Applicants are required to make relevant disclosure on the application form, and where necessary, provide full details of all Key Personnel who have beneficial ownership of this investment. There are additional disclosure requirements for bodies corporate, partnerships, trusts, fund administrators/distributors and estates of deceased persons. Please contact us if you would like to discuss disclosure requirements.

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

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

Please tick all which apply  
 Cancellation rights apply  Discretionary business  Advised business  
 Execution only  Portfolio management services

Adviser's firm stamp

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**Section D - 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)  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 account holder \_\_\_\_\_  
 Bank account number \_\_\_\_\_ Sort code \_\_\_\_\_  
 Roll number/building society reference \_\_\_\_\_

**Section E - 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 our client account using the following details:  
**Account Name:** Investment Fund Services Limited **Sort Code:** 40-05-30 **Account Number:** 54597761.  
**Monthly:** Please ensure that section F is fully completed to allow us to process your application.  
 For initial investments with IFSL, we require receipt of the payment before any trades are placed.

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**D Section D - 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 your company name/prospectus.

**E Section E - 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](http://www.ifslfunds.com). Minimum investment requirements are also available on the website within each fund prospectus.

For initial investments with IFSL, we require receipt of the payment before any trades are placed. This should be sent to the below client bank account details and must be sent from an account in the name of the main applicant:

**Account name** Investment Fund Services Limited  
**Sort code** 40-05-30  
**Account number** 54597761

**Section F - Mandate Details** Instruction to your bank or building society to pay by Direct Debit

To: The Manager

Bank/Building society \_\_\_\_\_  
 Address \_\_\_\_\_  
 Postcode \_\_\_\_\_  
 Name(s) of account holder(s) \_\_\_\_\_  
 Bank/Building society account number \_\_\_\_\_  
 Branch sort code \_\_\_\_\_

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.

**Section G - Authorised Signatories**  
 Please provide an original or certified copy of your most up to date signatory list.

**Section H - 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.

**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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**F Section F - 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 the Company.

**G Section G - Authorised Signatories**

Please provide us an original or certified copy of your most up to date signatory list. 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 by 2 people who are themselves present on the authorised signatory list in question.

**H Section H - Privacy Notice**

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

**Section I - Declaration** Please ensure that you read and sign this section as this is mandatory

**This must be signed by 2 persons from your most up to date signatory list unless your signatory list indicates that only 1 person can sign**

- I/We declare that I/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. I/We 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)
- All subscriptions made and to be made belong to me/us
- I/We have read the IFSL Privacy Notice concerning the use of my/our personal data

Client Name \_\_\_\_\_  
 Date

Client Signature \_\_\_\_\_  
 Date

Client Name \_\_\_\_\_  
 Date


Client Signature \_\_\_\_\_  
 Date

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**Section J - 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 bank or building society, you are entitled to a full and immediate refund of 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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I

**Section I - Declaration**

This section is mandatory

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

J

**Section J - The Direct Debit Guarantee**

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