

# Investment Funds to ISA (stocks and shares) 2010/2011 Tax Year



The disclosure documentation applicable to this transaction is:

This application form is used to subscribe to a stocks and shares ISA with Cofunds. By completing this application, you agree to subscribing to a 2010/2011 tax year stocks and shares ISA and each subsequent year until further notice. You are not obliged to invest in subsequent tax years unless you choose to do so.

## New ISA limits

The ISA allowance for all investors is £10,200 for the 2010/2011 tax year.

Please complete this Application Form using black ink and BLOCK CAPITALS and return to: Cofunds Limited, PO Box 1103, Chelmsford CM99 2XY

## 1 Adviser Details (For adviser use only)

You will require a Cofunds authorisation code before being able to transact business. If you do not include this we will not be able to process this application.

Cofunds Intermediary Authorisation Code

Intermediary Client/Deal Ref.

Marketing Code

### 1A. CONFIRMATION OF VERIFICATION OF IDENTITY (PRIVATE INDIVIDUALS)

Directly authorised firm Declaration for confirmation of verification of identity.

Who has been verified?

#### I/We confirm that:

- a) the name, address and date of birth information contained in this application was obtained by me/us in relation to the customer(s);
- b) the evidence I/we have obtained to verify the identity of the customer(s):  
(Tick one box only)

meets the standard evidence set out within the guidance for the UK Financial sector issued by the JMLSG; or

exceeds the standard evidence (written details of the further verification evidence taken are attached to this application).

#### Explanatory notes:

- The party that you have verified the identity of must be named above.
- This confirmation cannot be used to verify the identity of any customer that falls into one of the following categories:
  - Those who are exempt from verification as being an existing client of the introducing firm prior to the introduction of the requirement for such verification;
  - Those whose identity has not been verified by virtue of the application of a permitted exemption under the Money Laundering regulations; or
  - Those whose identity has been verified using the source of funds as evidence.
- This confirmation must carry an original signature as part of the application.

### 1B. CONFIRMATION OF VERIFICATION OF BANK ACCOUNT DETAILS

#### I/We confirm that:

The sort code, bank account number and account name within the nominated bank account section was obtained and verified by me/us in relation to the customer(s) below.

### 1C. ADVISER CONFIRMATION

Full name of Regulated Firm

FSA Ref No.

Signed \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_

Position \_\_\_\_\_

## 2 Personal Details (Please complete this section in full)

Existing Cofunds Client Reference

Did you receive advice from an adviser in relation to this investment?  
If you do not answer this question we will assume you received advice.

Advised  Not Advised

Mr/Mrs/Ms/Miss/Other

Surname

Full First Name(s)

Male  Female  Date of Birth   /   /

National Insurance Number    /    /    /

You should be able to find your NI number on a payslip, form P45 or P60, a letter from the HM Revenue & Customs, a letter from the DWP, or pension order book.

If you do NOT have a National Insurance Number, please tick here.

Current Permanent Residential Address



Postcode

Time at this Address   yrs   mths

If at current address for less than 2 years, please supply previous address and time there



Postcode

Time at this Address   yrs   mths

If more than one previous address in the last 2 years, please provide full details including the time at each address on a separate sheet of paper and staple securely to this application form.

Designation (if applicable)



## 7 Investment Selection (Please refer to Fund Charge Schedule and complete in full)

I wish to invest in the funds indicated (for further details of the funds available, please refer to the Fund Key Features). Please ensure the funds are available through Cofunds. Minimum Lump Sum Investment £1,000 per fund. Please note your total ISA subscription for each tax year must not exceed your ISA allowance. Your investment will be made in the Retail Class.

Fund Manager and Fund Name	Type of Unit/Share (delete as appropriate)*	% To be invested	OR	Cash amount	Commission**		
					WAIVE All (3)	OR Specific Amount	TAKE Specific Amount
Cash Reserve (if required)†	N/A				%		
	ACC/INC					%	
	ACC/INC					%	
	ACC/INC					%	<input type="text"/> %
	ACC/INC					%	
	ACC/INC					%	
	ACC/INC					%	

### \*ACC/INC

If you do not specify ACC or INC in this column, and have not completed section 4, Cofunds will invest into accumulation units/shares where available.

### \*\*Commission

The initial commission available depends on the fund selected. Please refer to the Fund Charge Schedule for details of rates and funds available through Cofunds. Please state the amount of commission you wish to waive or the percentage of commission you wish to take. You can only choose one option. Commission waivers should be entered for each fund. Please note, if you wish to waive all commission please tick the 'ALL' box. Please specify a particular percentage amount in the last column. If you choose to take commission it must be for all of the investments, as a specific percentage. Any entries, other than those detailed above, will result in investments being made at your default commission terms.

†Monies may be held for short periods in the Cash Reserve. Such holdings are deemed 'destined for investment'.

## 8 Excess Balances (If applicable)

Transferring your investment funds holdings into an ISA may result in an excess balance. The value of your investment fund holding may change between the time you complete this form and the deal being placed. This is due to daily price movements.

Tick this box to have any excess balance from your withdrawal to be paid into your cash account. If you do not tick this box we will reinvest into the highest monetary valued fund in the investment holding.

## 9 Declaration and Authorisation

### I declare that:

- All investment subscriptions made now and in the future belong to me.
- I am aged 18 years or over.
- I have not subscribed and will not subscribe to more than my overall subscription allowance in total to a cash ISA and a stocks and shares ISA in the same tax year.
- I have not subscribed and will not subscribe to another stocks and shares ISA in the same tax year that I subscribe to this stocks and shares ISA.
- I am resident and ordinarily resident in the United Kingdom 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 United Kingdom, or I am married to or in a civil partnership with a person who performs such duties. I will inform Cofunds Limited if I cease to be so resident and ordinarily resident or to perform such duties, or be married to or in a civil partnership with a person who performs such duties.

### I authorise Cofunds Limited to:

- Hold my cash subscription, ISA investments, interest, dividends and any other rights or proceeds in respect of those investments and any other cash.
- Make on my behalf any claims to relief from tax in respect of my ISA investments.

### I confirm that:

- I agree to be bound by:
  - Your guide to investing with Cofunds, including the Key Features of the Cofunds Investment ISA
  - Fund Key Features
  - Terms and Conditions of the Cofunds Platform, including the Cofunds Investment ISA Terms and Conditions
- My signed application form (provided that my application is accepted by Cofunds), together with the Key Features and Terms, constitute my customer agreement with Cofunds Limited. I understand that the commencement of my ISA may be delayed or rejected if this application form is not complete in all respects. You may undertake a search with a reference agency for the purposes of verifying my identity. To do so,

the reference agency may check the details I supply against any particulars on any database (public or otherwise) to which they have access. They may also use my details in the future to assist other companies for verification purposes. A record of the search will be retained as an identity search. I declare that the information contained in this application form is correct to the best of my knowledge and belief.

Signature

X

Date

### Data Protection

Cofunds Limited will use your information for the administration and servicing of your investments and other related activities. We may disclose your information to our agents and service providers for these purposes. We may also disclose your information to organisations for compliance with legal and regulatory requirements.

With the exception of the preceding provisions, we will not pass on your information to any other third party without your permission, but we will disclose information concerning your investment to your Nominated Adviser.

Cofunds may transfer your information to countries outside of the EEA for the servicing of your investments. In such cases, contracts will be put in place to ensure that the service providers protect your information in accordance with the requirements of the Data Protection Act.

If you require a fund prospectus, please contact your adviser or Fund Manager directly.

If you wish to attend/vote at unit holder or shareholder meetings, please tick this box.

If you wish to receive report and accounts, please tick this box.

To receive report and accounts or attend/vote at unit holder or shareholder meetings, these services are subject to a charge of £20.00 per communication. However, report and accounts can be obtained free of charge from the Cofunds website at [www.cofunds.co.uk](http://www.cofunds.co.uk).

## 10 Notes

All proceeds will be held by Cofunds and will normally be reinvested into your ISA 1 business day from when Cofunds initiate the transaction.