

Opening your trust account with us

Where Quilter Cheviot selects your Investment Strategy

VISION|IFP

Thank you for choosing to open a trust account with us. Please carefully read and complete all the relevant sections, so that we can match the right investment service to your needs.

If you have any questions about this document, please ask your investment manager or financial adviser if you have one for further information and guidance.

If your circumstances change after submitting this form, please let us know so that we can adjust our recommendations or investment decisions as soon as possible.

How to complete your form

If you would like this form in a more accessible format, please do let your investment team know.

Required sections to complete:

To open your account with us, please choose your investment services on the next page and then complete the following 9 sections:

1. About the Trust
2. Settlor Details
3. Beneficiary Details
4. Trustee Details
5. Sharing your Account Information
6. Investment and Income preferences
7. Fees and Charges
8. Your Consent and and Signature
9. FATCA Questionnaire

We have also included a helpful information sheet for you, including the schedule of charges, see page 23-26.

Optional sections:

Legal entity identifier request form

Please only complete this if you don't have a LEI number and you need us to apply for one.

Transfer an account

Please only complete this form if you would like to transfer a trust account to us.



Note: You will find helpful information in these yellow boxes, so please read them carefully.

Optional sections will have a dashed border, so only complete them if they are relevant to you.

How to return your completed form



Email: Simply scan your completed forms, or attach the PDF, and email them to your investment manager or financial adviser (if you have one).



Post: To your investment manager at your local Quilter Cheviot office or financial adviser (if you have one).

Confirming your investment service

Discretionary Portfolio Service (DPS)

The Discretionary Portfolio Service (DPS) offers you active management of your investments and has flexibility for you to apply your investment preferences or restrictions. Your investment manager has full authority to manage your investments without prior reference to you. The minimum investment amount for the DPS is £250,000

How to verify your identity

At Quilter Cheviot, we ensure that our process complies with anti-money laundering regulations. This means that we need to verify your identity as well as any potential beneficial owners before we proceed with opening your account.

I am a UK resident

We use the information you provide us with in this form to perform electronic identification checks.



I am an overseas resident

Please send us certified copies of your identity documents. We have outlined how to do this on Page 25.

How to verify your trust/organisation

Please follow the instructions on Page 26 to help us to verify the identity of all parties involved in the trust you are opening with us. We have outlined all the requirements for both UK conventional trusts and offshore trusts for you.

1-2-3-4-5-6-7-8

UK DPS Trusts

1. About the Trust

Legal Entity Identifier



Note: If A Legal Entity Identifier (LEI) is a unique global identifier for legal entities participating in financial transactions. You can find your 20-digit LEI code (or LEI number) on www.gleif.org. It is important to note that without an LEI, we will not be able to perform any trading on your account.

Do you have a Legal Entity Identifier (LEI) code?

If yes, please provide it here

If no, please indicate if you want us to apply for an LEI code on your behalf:

☐

Yes

☐

No

☐

Yes - Please complete pages 36 and 37

☐

No - Please advise us in writing of the LEI when you have obtained it

Please refer to our website for the costs involved. We may require additional information to complete or renew the LEI application.

Trust registration service



Note: A trust **must** register with HMRC's Trust Registration Service (TRS) if it is considered a UK resident or has a UK tax liability, unless an exemption applies. Without a registration or exemption, Quilter Cheviot **will not be able** to establish an account for you.

Is the trust exempt from registering with the TRS?

☐

Yes, I confirm the trust is exempt

☐

No



If no exemption applies, please provide the TRS proof of registration from the HMRC. If you have provided it, please tick the box to the right to confirm.

I confirm

☐

Funds for investment

What is the amount you would like to invest in this portfolio?

£

Please describe the specific activity that generated the funds being invested with Quilter Cheviot.

Which country and financial institution are the monies/assets being transferred from?

1. About the Trust

Are the funds/assets coming from an account in the name of the entity?

☐ Yes ☐ No

Total value of the trust:

£

Details of any assets held outside this portfolio:

Has the trust produced an investment policy statement?

☐ Yes ☐ No
↓

If yes, please enclose a copy with this application.

Are the trust's circumstances likely to change? If so, please give details:

Please indicate the timing of future commitments to be funded from the trusts investment portfolio:

Overseas trusts only

Only complete this section if you are applying for an overseas trust account.

If not, please move to the next page to the 'Settlor details' section.

Jurisdiction where the trust is registered:

Does the trust form part of an ownership structure? If not, are any other trusts/entities connected to it or contributing assets to it?

If the trust is offshore, what are the reasons for using an offshore trust and the particular jurisdiction?

If the trust is offshore, was professional advice sought on the creation or structure of the trust?

☐ Yes ☐ No
↓

If 'Yes', please give full name and company address of the professional adviser:

✓ - 2 - 3 - 4 - 5 - 6 - 7 - 8

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_____/_____/_____

____/____/____

_____/_____/_____

2. Settlor details

Original Source of Overall Wealth of the Trust

Please tick all that apply and complete the additional information for each option that is ticked. We might ask for evidence of source(s) of wealth in some cases.



Note:

If you select 'Employment', please state the nature of the business. If you own a business in which you work, please provide the name of the business. If you are retired or are currently not working, please let us know what your previous occupation was.

If you select 'Inheritance', 'Gift', or 'Family Trust', please state the full name of the person you inherited from, the settlor, or the donor (as applicable), their relationship to you, and their primary source of wealth. If their wealth was primarily from their occupation, please provide us with what this is or was.

If you select 'Sale of Business', please tell us the details of the sale, the name of the business, its activities and the country of operation.

If you select 'Property' please specify the property income and whether this is within the UK or abroad.

If you select 'Investment or savings', please tell us more about how you acquired and accumulated this wealth.

If you select 'Compensation payment', please provide us with the reason for this compensation and where you received it from.

If you select 'Winnings from betting/lottery', 'Cryptocurrency' or 'Other', please give us as much information about this as you can.

If your source of wealth derives from any activities abroad please state the nature of the activities and in which country(ies).

Applicant 1: Please use the instructions above to complete this section.

1. Please tick all the relevant sources of your wealth:

- | | |
|-------------------------------|-------------------------|
| Employment | <input type="radio"/> → |
| Inheritance | <input type="radio"/> → |
| Gift | <input type="radio"/> → |
| Family trust | <input type="radio"/> → |
| Business ownership or sale | <input type="radio"/> → |
| Property | <input type="radio"/> → |
| Investment or savings | <input type="radio"/> → |
| Compensation payment | <input type="radio"/> → |
| Winnings from betting/lottery | <input type="radio"/> → |
| Cryptocurrency | <input type="radio"/> → |
| Other | <input type="radio"/> → |

2. Please give additional information for each source of your wealth:

3. Beneficiary details

This section lets us know the details of the person(s) who benefits from the trust.



Note: **Income beneficiaries** have rights to the income generated by the capital owned by the trust, which may be comprised of interest or dividends on shares.

Capital beneficiaries have rights to the underlying assets, or trust capital. This includes property contributed or settled to the trust, and property acquired by the trust. This may also be in the form of investments or undistributed cash owned by the trust.

Income beneficiaries

Full name (include Title e.g. Mr/Mrs)	% of entitlement

Capital beneficiaries

Full name (include Title e.g. Mr/Mrs)	% of entitlement

If there are any classes of beneficiary (e.g. future grandchildren) not named above, please give details.



Note: The information on the next page is important to help us verify the identity of all beneficiaries.
If a beneficiary is under 18, please provide a copy of their birth certificate.
If there are more than 4 beneficiaries, please either copy page 9 or contact us for an additional form.

3. Beneficiary details

Personal Details

Full name (include Title
e.g. Mr/Mrs)

Any name(s) you may have
previously held or alias
previously used

Date of birth (DD/MM/YYYY)

Permanent residential address
(please do not provide a 'care
of' or post box)

Nationality (include all if you
have more than one)

Country of birth

For Personal Injury Trusts
please also provide a National
Insurance Number

Beneficiary 1

Postcode:

Beneficiary 2

Postcode:

Beneficiary 3

Postcode:

Beneficiary 4

Postcode:

4. Trustee details

✓-✓-✓-4-5-6-7-8

Corporate administrators only

Only complete this section if you have a corporate administrator acting in a professional capacity.

Legal name

Registered office address
(please do not provide a 'care
of' or post box):

Postcode:

Date of incorporation
(DD/MM/YYYY)



Note: Please indicate which trustee is deemed to be the lead trustee. We ask only one party is the lead.

Trustee Details

Are you the Lead Trustee?

Capacity or role (trustee,
authorised signatory)

Full name (include Title
e.g. Mr/Mrs)

Previous surname if changed (or
any alias that has been used)

Permanent residential address
(please do not provide a 'care
of' or post box)

Date of birth (DD/MM/YYYY)

Email address

Mobile phone number

National Insurance number

Nationality (include all if you
have more than one)

Country of birth

Trustee or Associated Party 1

☐ Yes ☐ No

Postcode:

Trustee or Associated Party 2

☐ Yes ☐ No

Postcode:

4. Trustee details

Trustee Details

Are you the Lead Trustee?

Capacity or role (trustee, authorised signatory)

Full name (include Title e.g. Mr/Mrs)

Previous surname if changed (or any alias that has been used)

Permanent residential address (please do not provide a 'care of' or post box)

Date of birth (DD/MM/YYYY)

Email address

Mobile phone number

National Insurance number

Nationality (include all if you have more than one)

Country of birth

Trustee or Associated Party 3

☐ Yes ☐ No

Postcode:

/

/

/

/

Trustee or Associated Party 4

☐ Yes ☐ No

Postcode:

/

/

/

/

4. Trustee details

Outside business interests



Note: Please complete this section for/in respect of **all trustees or beneficiaries** identified in this form (and any outlined on additional sheets).

Are any of the individuals listed in this form, or have they ever been a US citizen; the holder of a US passport; the holder of a Green Card; the holder of a US bank account; or a resident or owner of a property in the US?

☐ No

If you answered 'Yes' to any of the above, please provide the name of the individual(s) and any relevant details:

Do you or one of your immediate family members (spouse, spousal equivalent, or dependents) work for an accountancy firm such as Deloitte, EY, KPMG or PwC, that requires you or them to conform to personal independence rules?

☐ No

If you answered 'Yes', please name the firm you or your immediate family member works for.

Are any of the individuals listed in this form a politically exposed person or associated with one now, or at any time in the past?

☐ No

If you answered 'Yes' to the above, please provide the name of the individual(s) and any relevant details:

4. Trustee details

Investment Experience



Note: This section lets us know the level of experience and confidence you have of investment concepts. If you have no experience and this is your first investment please tick no below and move to the sharing the account information of the trust section on page 15. For trustees and authorised signatories, please give the following information based on your collective experience.

Have you held an investment portfolio in the past?

If **yes**, please select the service and length of time:

Under 5 years

5 to 10 years

Over 10 years



Yes



No, this is my first investment

Discretionary Service

Advisory Service

Execution Only

☐☐☐☐☐☐☐☐☐

Investment History

Which of the following investments do you consider yourself to be familiar with from your previous investment experience?

Please tick all that apply or alternatively tick here if you are not familiar with any of these investments ☐

Government/Corporate bonds

☐

Quoted equities

☐

Unit Trusts/Open Ended Investment Companies or SICAV

☐

Venture Capital/Private Equity

☐

Structured Products

☐

Unquoted investments

☐

Unregulated collective investments

☐

Unregulated hedge funds

☐

Do you have any experience using derivatives (including options) warrants, leveraged, or unregulated investment products?

If you answered 'Yes' please give the average value, frequency, period and reason (e.g., hedging or speculation).

Please provide any relevant financial education or qualifications you may have received in the past.



Yes



No

4. Trustee details

If you have previous experience of advisory or execution only services, please tell us the average value as well as the frequency and period of your transactions in the following types of investments:

① Government bonds, corporate bonds, quoted equities, unit trusts OEICs or SICAV funds:

Size of average trade	N/A	<input type="checkbox"/>
	Under £1,000	<input type="checkbox"/>
	£1,000 - £9,999	<input type="checkbox"/>
	£10,000 - £49,999	<input type="checkbox"/>
	£50,000 and over	<input type="checkbox"/>
Frequency of average trade	Weekly	<input type="checkbox"/>
	Monthly or 12 per year	<input type="checkbox"/>
	Less than 12 transactions per year	<input type="checkbox"/>
	No transactions	<input type="checkbox"/>

② Venture capital trusts, private equity, structured products, unquoted investments, unregulated investments or unregulated hedge funds:

Size of average trade	N/A	<input type="checkbox"/>
	Under £1,000	<input type="checkbox"/>
	£1,000 - £9,999	<input type="checkbox"/>
	£10,000 - £49,999	<input type="checkbox"/>
	£50,000 and over	<input type="checkbox"/>
Frequency of average trade	Weekly	<input type="checkbox"/>
	Monthly or 12 per year	<input type="checkbox"/>
	Less than 12 transactions per year	<input type="checkbox"/>
	No transactions	<input type="checkbox"/>

5. Sharing the account information of the trust

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This section lets us know if you would like us to share information relating to the Trusts investments with a financial adviser or another professional adviser.

With your financial adviser

Name of your financial adviser:

Name of their organisation:

Address of their organisation:

Postcode:

Contact details of their organisation:

Tel:

Email:

FCA registration number of their organisation:



Note: It is our standard practice to grant online access to the organisation named above so that your financial adviser can view your accounts, quarterly investment reports and tax packs via our online portal. Such access may be granted to any individual adviser named above, as well as other staff at their organisation who assist in the provision of their service to you (this may include support and administrative staff and/or other regulated advisers).

With another professional adviser

Only complete this section if you'd like us to share your account information to a professional, who is not your financial adviser; e.g. an accountant or auditor.

Name of your professional adviser:

Name of their organisation (if applicable) or relationship to you:

Address of their organisation:

Contact details of their organisation:

Tel:

Email:

Sharing information with your accountant/auditor:

- ☐ Investment reports, valuations and transaction reports
- ☐ Annual tax report

Date of financial year end (DD/MM/YYYY):

Where would you like us to send your annual tax report to?
Tick all that apply.

- ☐ Principal correspondence address
- ☐ Auditor's/accountant's address

6. Investments and income preferences

✓-✓-✓-✓-✓-6-7-8

This section will help us understand your investment objective, assess your risk profile, and to understand what you would like us to do with any income that is generated from your portfolio. This will allow us to recommend and implement a suitable long-term investment strategy for you.

It is important that you keep us informed of any changes to your circumstances or objectives, so we can review the strategy as needed.

Your investment objective

Which of these is your main objective?

Please tick one.

- ☐ Grow the capital value of my portfolio (Capital Growth)
- ☐ Generate income from my portfolio (Income)
- ☐ Grow the capital value and generate some degree of income from my portfolio (Capital Growth and Income)

Your ability to bear loss



Note: It is important that we understand your ability to bear investment losses in the broader context of your overall current financial situation and standard of living, so that we can provide the right investment recommendation for your circumstances.

Which of these most closely matches your circumstances?

Please tick one.

- ☐ I/We have **no** ability to bear investment losses. Any losses to the value of the portfolio would have an unacceptable impact on my/our overall financial position and standard of living.
- ☐ I/We have a **low** ability to bear investment losses. In extreme circumstances, falls in the value of the portfolio of up to 20% would not have a significant impact on my/our overall financial position and standard of living.
- ☐ I/We have a **moderate** ability to bear investment losses. In extreme circumstances, falls in the value of the portfolio of up to 35% would not have a significant impact on my/our overall financial position and standard of living.
- ☐ I/We have a **significant** ability to bear investment losses. In extreme circumstances, falls in the value of the portfolio in excess of 35% would not have a significant impact on my/our overall financial position and standard of living.

Your risk tolerance



Note: Your risk tolerance measures your willingness to accept risk in the portfolio. Obtaining an investment return higher than cash deposits will involve taking risk, so please take a look at the risk information we have provided you in Annex 1 of our terms and conditions booklet (or on our website www.quiltercheviot.com) if you would like to know more.

We would also recommend reading your Quilter Cheviot 'Understanding Your Investment Portfolio' document for further guidance before completing this section. We have also provided a helpful table to guide you on the level of equities that would be involved, and the range of returns that may be experienced, in each of the risk categories.

6. Investments and income preferences

Which of these risk categories most closely matches;

1) your tolerance to risk, and 2) minimum time period for the investment portfolio we'll manage for you

Please tick one of the following:

☐ **No risk tolerance.** I/We have no tolerance for risk and regardless of market circumstances, I/We would not be comfortable with any variation or disruption to capital value or current income.

Estimated range of annualised return: **0%**

☐ **Lower risk tolerance.** I/We have a lower tolerance for risk and regardless of market circumstances, I/We would only be comfortable with minimal variation or disruption to capital value or current income.

Typical equity weighting up to:

25%



Estimated range of annualised return*:

+8%

-3%



Suggested **minimum** investment period:

1 year



Estimated maximum peak-to-trough decline across investment period*:

-15%



☐ **Lower to Medium risk tolerance.** I/We have a lower to medium tolerance for risk, I/We would only be comfortable with modest variation or disruption to capital value or current income.

Typical equity weighting up to:

50%



Estimated range of annualised return*:

+11%

-3%



Suggested **minimum** investment period:

3 years



Estimated maximum peak-to-trough decline across investment period*:

-20%



☐ **Medium risk tolerance.** I/We have a medium tolerance for risk and can accept modest variation or disruption to capital value or current income in order to meet my/our longer-term objectives.

Typical equity weighting up to:

75%



Estimated range of annualised return*:

+15%

-6%



Suggested **minimum** investment period:

5 years



Estimated maximum peak-to-trough decline across investment period*:

-35%



☐ **Medium to Higher risk tolerance.** I/We have a medium to higher tolerance for risk and can accept considerable variation or disruption to capital value or current income in order to meet my/our longer-term objectives.

Typical equity weighting up to:

100%



Estimated range of annualised return*:

+20%

-10%



Suggested **minimum** investment period:

5 years



Estimated maximum peak-to-trough decline across investment period*:

-45%



☐ **Higher risk tolerance.** I/We have a higher tolerance for risk and can accept considerable variation or disruption to capital value or current income in order to meet my/our longer-term objectives.

Typical equity weighting up to:

100%



Special situations apply to specialist investment instructions where the range and concentration of riskier assets could be significantly increased

Suggested **minimum** investment period:

7 years



Estimated maximum peak-to-trough decline across investment period*:

Greater than -45%



*Source: Quilter Cheviot. These figures are for illustrative purposes and represent estimated pattern of return for each risk profile. Past performance is not indicative of future performance and actual performance may vary.

6. Investments and income preferences

Potential risk to your income

Are you intending to withdraw income from this portfolio within the timeframe of your selected risk category?

☐ Yes ☐ No

If yes, which of the following most closely matches your circumstances? Please tick one.

- ☐ Your withdrawals from this portfolio are your **primary** source of income for essential expenditure.
- ☐ Your withdrawals from this portfolio will **supplement your primary** source of income for essential expenditure.
- ☐ Your withdrawals will provide **income for non-essential** expenditure.
- ☐ Any withdrawals are **surplus to your regular needs** for both essential and non-essential expenditure.



Note: If your expected withdrawals are required to meet living costs we recommend you speak to a financial adviser before opening an account with us as our service may not be appropriate.

Investment Restrictions and Responsible investment considerations

Investment restrictions

Do you wish to exclude certain investments and/or asset classes for tax or ethical reasons?

☐ Yes ☐ No



Note: If yes, please contact us for our investment restrictions supplement.

Responsible investment considerations



Note: At Quilter Cheviot, we recognise the importance of integrating environmental, social and governance factors (ESG) into our investment decisions and we are an active owner on your behalf through voting and engagement activity.

We offer clients the ability to screen certain sectors or activities within an account. The nature and extent of this screening will contribute to the determination of your preferences for responsible investment. The implementation of this screening may result in the accounts performance deviating from the comparable (non-constrained) benchmark.

If you would like to discuss this further, please contact us to complete an investment restrictions supplement.

Which of these describe your preferences for responsible investment considerations? Please tick one only.

- ☐ **Aware: (your default if no other choice is made).** My aim is to optimise financial returns for my risk level, and I acknowledge that being aware of ESG factors is an input to achieve this.
- ☐ **Engaged:** My aim is to invest with a focus on ESG factors in order to achieve my financial goals within the agreed risk level.
- ☐ **Dedicated:** My aim is to invest on a sustainable basis where the consideration of ESG factors drives the investment decisions in my portfolio in line with the agreed risk level.

6. Investments and income preferences

Income Instructions



Note: We can only set up income payments in sterling.

What would you like us to do with the income that is generated by your portfolio? Please tick one.

- ☐ Transfer to capital for investment in line with the prevailing strategy
- ☐ Transfer £ to capital to fund or partly fund a fixed Quarterly payment commencing on / /
- ☐ Transfer £ to capital to fund or partly fund a fixed Monthly payment commencing on / /
- ☐ Quarterly payments of income received payable on / /
- ☐ Monthly payments of income received payable on / /
- ☐ Retain the income in your Quilter Cheviot income account
- ☒ If you have selected to receive income on a monthly or quarterly basis and specified the date above we will send your payment to you once we have received your funds/assets



Note: If you chose a fixed payment, and this exceeds the income generated from the account, the amount of money in the account will be depleted.

Bank or Building Society Details



Note: Bank or building society account details are required even if no income is being withdrawn.

Account name
(as it is on your statement):

Account number:

Sort Code:

 /

Building society reference:



Note: You can only make payments or asset transfers from your account to third parties under some circumstances. If you would like to do so, please speak to your investment manager for more information. Normally, cash or asset withdrawals go to another bank or investment account that is in your name. We do permit payments to the HMRC. If one of the banks listed is for the HMRC for tax payments please include your unique tax payer reference in the account name line.

If you have more than one bank or building society account, please fill in the details on next page.

6. Investments and income preferences

Additional Bank or Building Society Details

Account name (as it is on your statement):	<input type="text"/>		
Account number:	<input type="text"/>	Sort Code:	<input type="text"/> / <input type="text"/> / <input type="text"/>
Building society reference:	<input type="text"/>		

Account name (as it is on your statement):	<input type="text"/>		
Account number:	<input type="text"/>	Sort Code:	<input type="text"/> / <input type="text"/> / <input type="text"/>
Building society reference:	<input type="text"/>		

Account name (as it is on your statement):	<input type="text"/>		
Account number:	<input type="text"/>	Sort Code:	<input type="text"/> / <input type="text"/> / <input type="text"/>
Building society reference:	<input type="text"/>		

Account name (as it is on your statement):	<input type="text"/>		
Account number:	<input type="text"/>	Sort Code:	<input type="text"/> / <input type="text"/> / <input type="text"/>
Building society reference:	<input type="text"/>		

Account name (as it is on your statement):	<input type="text"/>		
Account number:	<input type="text"/>	Sort Code:	<input type="text"/> / <input type="text"/> / <input type="text"/>
Building society reference:	<input type="text"/>		

7. Fees and Charges

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In this section we will ask you to confirm your agreement to our fees and charges as well as confirming if you would like us to pay your adviser's charges, if applicable, from your portfolio.

Quilter Cheviot Fees and Charges Consent

I/We confirm, **by ticking this box**, that I/We are in receipt of the Quilter Cheviot schedule of charges and my/our investment proposal or investment schedule, setting out the applicable initial and annual management charges, and I/We agree to such charges.

I consent

☐

Adviser Charges Consent

Only complete this section if you have a financial adviser and you would like to use this account to pay for their charges. If not, please skip to the next section called 'Your consent and signature' on page 22.

Adviser name

Annual servicing charge

£ OR % of the total assets under management with Quilter Cheviot on a continuing basis.

Is VAT applicable to the ongoing annual servicing charge? It is your adviser's responsibility to determine this.

☐ Yes ☐ No

Initial Charge

£ OR % of all new funds invested into your portfolio.

Is VAT applicable to the initial charge? It is your adviser's responsibility to determine this.

☐ Yes ☐ No

If you answered a percentage payment above, how long would you like for this instruction to remain in place?

☐ For the initial investment only
☐ For 12 months from the date of this instruction
☐ Until cancelled in writing (this option will be applied if you choose to not make a selection)

Vision Investment Portal Fee

In respect of due diligence on the discretionary fund management marketplace and on investment portal provision the following additional charge will apply and be paid to Vision Investment Portal:

For Discretionary Portfolio Service clients 0.3% plus VAT on the first £1million, 0.2% plus VAT thereafter.

8. Your consent and signature

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Please take your time and carefully read, sign and date this page to agree to:

- ✓ confirm that you agree to this application form, our Terms and Conditions, risk disclosures, investment proposal, cost and charges information on the Quilter Cheviot website and schedule of charges and (if you have a Quilter Cheviot ISA) our ISA Terms and Conditions (Agreement);
- ✓ confirm receipt of the Quilter Cheviot 'Understanding Your Investment Portfolio' document;
- ✓ confirm that, if applicable, you instruct Quilter Cheviot to facilitate the payment of adviser charges to your named adviser as set out in Part 7 of this application form;
- ✓ give your consent to our order execution policy and list of execution venues, and to Quilter Cheviot (or an affiliate) effecting transactions on your behalf outside a regulated market, multilateral trading facility or organised trading facility; and
- ✓ give your consent to us sending notices (such as changing our Terms and Conditions) electronically, such as by attaching a document to an email or linking to our website.



Note: Assets that we hold on your behalf will, as standard practice, be held on an omnibus basis in our nominee name.

This means that your investments will be pooled with others that belong to our other clients. Ownership of each client's investments is always immediately and separately identifiable in our books and records.

As an alternative, we can hold some assets individually on a segregated basis. This means that your assets will be held in our nominee name but will be separate from other clients' assets. If you would like an individual segregated account, there may be additional annual administration charges. This service is only available on request. Please speak to your investment manager if you would like further information.

Signature

Date

Print name

Signatory 1

Signatory 2

Signature

Date

Print name

Signatory 3

Signatory 4

Thank you for completing your Account Application form

Please also now complete and return the attached form on page 27-35 to cover FATCA reporting. Failure to return this section may prevent us from providing investment services to you.

Optional sections

Want to request a Legal Entity Identifier code/number? Please complete pages 36-37. As a reminder, you will need this to allow for trading on your account. **Want to transfer a trust to us?** Please complete pages 38-39.

Once completed, please return your form(s) via:



Email: Simply scan your completed forms, or attach the PDF, and email them to your investment manager or financial adviser (if you have one).



Post: To your investment manager at your local Quilter Cheviot office or to your financial adviser (if you have one).

Helpful information

Our reporting services

Once your account is opened, we will regularly provide you with a comprehensive investment report which includes a valuation, performance summary, transaction schedule, capital and income statements.

You can instantly access your report via your online portal by choosing to go paperless and receive all reporting electronically. Simply provide your email and mobile telephone number, and we will provide you with details on how to register.

If your investments are subject to UK or Irish income or capital gains taxes, we'll also provide an annual tax summary. Please note that this tax information does not constitute tax advice and you should seek independent tax advice.

Our schedule of charges

Core Charges:

1. Annual Management Charge

We calculate our annual management charge based on the value of your portfolio (including cash and ISAs where applicable) at the end of each month and average it over our charging period. This management charge is paid directly from your Quilter Cheviot account to us quarterly in arrears at the end of March, June, September and December and it can be subject to VAT.

The Investment Proposal or Schedule that you should have already received from your investment manager describes the relevant annual management charges in the 'Our pricing structure' section. You can confirm your agreement to these in the 'Your signature and declarations' section 6 of this application pack under your consent and signature.

2. Initial charge

For investments into our AIM service we charge an initial of 1% (plus VAT) with a £5,000 maximum based on the value of your portfolio when the account is opened.

For Advice and Dealing & Execution Only Accounts: (the following charges apply)

Dealing Commission

This will be calculated based on transaction values meaning the more you invest with us, the better rates you can unlock. The minimum charge is £50.

Custody Charge

£45 per UK or overseas asset. This is offsettable against commission at the end of November. This charge is not applied to estates in administration.

Dealing Charge

Contract charge of £40 per transaction.



Commission Values

All assets above £20,000
= 0.3%

The next £10,000 = 0.5%

The first £10,000 = 1.9%

Helpful information

Other charges:

CHAPS or SWIFT

£20 for a same day transfer of cash

Currency Conversion

Our exchange rate used on currency conversions includes Quilter Cheviot's own charge of 0.75% that is applied to the currency exchange rate at the time the trade is done, after we adjust for the foreign exchange brokerage charge of 0.07% applied by our broker on our currency trades with them.

Legal Entity Identifier (LEI) Charge (only required for trusts, corporate entities, charities and some pension funds)
£70 + VAT. Annual renewals are £60 + VAT and will be carried out only on request.

Indemnity Charge (for share certificate replacement)

Any charges received from external third parties will be charged to your portfolio.

Probate Valuation Charge

0.10% of the value of assets with minimum charge of £75 + VAT maximum of £500 + VAT.

Stamp Duty and PTM Levy

Stamp duty is a tax paid on UK and Irish paper and electronic share transfers. The PTM levy is a UK and Irish Tax which is payable on trades in securities. Additional Details can be found on our website (www.quiltercheviot.com)

Third Party Brokerage Rates (with applicable minimum charges in brackets)

0.04% - USA (USD9)

0.05% - Canada (CAD10)

0.05% - Eurozone ex Ireland and Greece (up to EUR20 depending on the country)

Third-party brokerage charges are calculated by applying the above rates to the value of the transaction. Minimum charges will apply if the value of the transaction does not meet the minimum amount that is set by our broker. These are charged in the relevant local currency.

The details above are for the international markets where we carry out transactions the most often. Full details of the additional countries that we trade in less frequently including their rates and minimum charges can be found on our website (www.quiltercheviot.com).

Transfer Out In-Specie

Charged when transferring investments to another custodian as they are (not transferred to cash)

- £50 per holding of overseas assets
- £15 per holding of UK assets

Additional information about investing with us

Adviser Charges

If you have an Adviser, they may apply a charge on top of the fees charged by Quilter Cheviot. You can provide us with your Adviser's initial and ongoing charge in the 'Your Fees and Charges' section of this application pack under 'Adviser Charges'. Any charges you pay to your adviser from your portfolio will appear in your valuation.

Helpful information

How to certify your identity documents

If you are an overseas resident or have an incomplete identification check, your evidence of identity must be confirmed by either an FCA-authorised person or a member of a professional organisation recognised by the Money Laundering Regulations 2007.

The following are the authorised individuals who can certify your documents:

- UK/Overseas Solicitor
- Notary Public
- Commissioner for Oaths
- UK Barrister (not a Judge)
- UK Licensed Conveyancer
- UK Legal Executive
- UK/Overseas Chartered Accountant
- Bank Manager
- Authorised financial adviser
- Authorised mortgage broker
- Embassy, Consulate or High Commission of the Country of issue for non-UK nationals
- Quilter Cheviot Staff (in the ordinary course of business)



Note: If your identity documents are not certified by someone who fits the approved list above, we cannot accept them. To open your account with us you will need to re-submit documentation that is certified to our requirements.

In addition, we need to be able to read documents that have been photocopied. If we cannot, we will ask you to re-submit a legible version.

How to send us your identity documents

All documents must be certified as follows:

"I hereby certify this is a true copy of the original as seen by me (name) on (date) [and that it bears a true likeness of the person described therein]."

Please add the words in the square brackets [] where the document includes a photograph of the individual.

The person who provides the certification must be named and able to be contacted about the document if it is necessary. Therefore, a certification in the name of a firm is not acceptable. The person who certifies your document must be currently employed in the approved position. For us to accept your identity documents, the following information about the certifier needs to be clear on the certification:

- Their name
- Their title
- Their occupation
- The date of certification
- Their contact details



Note: We need the original signature of the person certifying any photocopied documents. We cannot accept electronic signatures or photocopies of certified copy documents.

Data Protection

The personal information you provide will enable us to provide our services to you. The personal data you provide will be used and stored in accordance with the Data Protection Act 2018 and the UK General Data Protection Regulation (UK GDPR).

For further information on how we use your personal data and your rights in relation to your personal data, please see our Privacy Notice which can be accessed on our website at: www.quiltercheviot.com/important-information/privacy-notice/quilter-cheviot-privacy-notice/ or provided on request.

Should you have any enquiries relating to the personal data that we may hold about you, how your personal data is processed, or how to exercise your rights you can contact our Data Protection team, at privacy@quiltercheviot.com.

Helpful information

How to certify your trust/organisation identity documents

As part of our compliance to anti-money laundering regulation, please provide the following requirements to verify the identity of all parties involved in the trust account you are opening with us.



Note: For UK residents, where the electronic identity check fails, we will ask you for certified copies of identity documentation.

UK conventional trusts/settlements:

- Evidence that those operating the account are duly authorised to do so (e.g., trustees' meeting minutes or authorised signatory list of corporate trustees).
- Verify the identity of any corporate trustee (if applicable) by obtaining certified copies of the Certificate of Incorporation, certified copy of the Articles of Association or other governing document, Register of Directors and Register of Shareholders.
- Certified copy summary of the trust deed and any subsequent deeds of appointment and retirement of current trustees.

Offshore trusts:

Please provide all the requirements listed above for UK-conventional trusts.

In addition, please provide the following:

- Evidence of country of establishment of the trust, if not given by the trust deed already provided.
- Offshore trust/personal investment company declaration.

For UK-resident parties

- Please provide information about the protector of the trust (if any), so we can electronically verify their identity.



I am an overseas resident

- Please send us certified copies to verify the identity of the protector of trust (if any).

For the purposes of the US Foreign Account Tax Companies Act (FATCA) and the Common Reporting Standard (CRS), Government legislation now requires investors to certify details relating to their tax arrangements.

This section of our client application form must be completed by all trusts and trust equivalents as part of our account opening process.

We are required under The International Tax Compliance Regulations 2015 and related HMRC guidance (as amended or replaced from time to time) to collect certain information about the tax status of each investor and certain related natural persons. We may be required to disclose this information and account details to HM Revenue & Customs (HMRC) and/or other tax authorities overseas. These regulations were enacted pursuant to Inter-Governmental Agreements (IGAs) the UK has entered into with the United States to implement FATCA and with various other jurisdictions to implement the CRS.

Quilter Cheviot cannot determine your FATCA or CRS status for you or provide you with any advice on this. We have provided accompanying explanatory notes & instructions which should be referred to when completing this form.

If you are in any doubt about your FATCA or CRS status you should obtain advice from a suitably qualified tax specialist.



Important information: In general, a trust is treated as a 'Financial Institution' (FI) if the trust's gross investment income exceeds 50% of the trust's total gross income AND its assets are managed on a discretionary basis by an asset manager such as Quilter Cheviot or other Financial Institution.

Please complete Part I and section 11 in all cases and one section (as appropriate) in each of Parts II and III. Section 10 (Part IV) should be completed only if applicable.

Part I: General

1. Name of Trust

2. Account number(s) (if known):

3. Tax residency of the Trust

Country (or countries) of residence*	Tax Reference Number(s):
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

If Tax Reference Number not available, please specify the reason:

If the trust is resident in the United States you must complete and return IRS (Internal Revenue Service) form W-9.

*Please refer to the explanatory notes for further details of how to determine the residency of the trust.

Part II: FATCA classification

If the trust is NOT a Financial Institution for the purposes of FATCA, please complete section 7 onwards. Otherwise please continue by completing one of sections 4, 5, or 6. (If there is any doubt, please refer to the explanatory notes and/or contact your usual tax advisor).

4. The Trust is a financial institution with a GIIN (Global intermediary identification number)

GIIN:

If Tax Reference Number not available, please specify the reason:

- ☐ The trust has registered as an FI directly with the IRS
- ☐ The trust has registered as an FI via a Sponsoring FI
- ☐ The trust is 'Trustee documented' (i.e. it has a corporate trustee)
- ☐ The trust is a 'Sponsored closely held Investment Vehicle'

Please provide the name of the Corporate Trustee or Sponsoring FI, if applicable:

If you have completed section 4, sections 5, 6 and 7 do not need to be completed. Please complete sections 8 and 11.

5. Owner-documented alternative to registering direct with the IRS

The Trust is a Financial Institution and intends to take advantage of our 'Owner-Documented' service. In this instance, we will deal with all FATCA due diligence and reporting requirements for the assets held by Quilter Cheviot only. Please note that certifications in this section do not extend to any financial account that the trust may maintain with other Financial Institutions.

In order to qualify as 'Owner-Documented', the trust must meet ALL of the following conditions.

Please answer all of the following questions:

1. The trust does not maintain a financial account for any Financial Institution i.e. A non-participating Financial institution does not hold a direct or indirect equity interest or debt interest in the trust.
☐ Yes ☐ No
2. The trust is not owned by nor a member of, a group of Related Entities with any Financial Institution that is a depository, custodial or specified insurance company for FACTA purposes.
☐ Yes ☐ No
3. The trust will provide Quilter Cheviot information regarding all persons (both natural and legal) that hold direct or indirect equity, debt interest or any other form of effective control over the trust.
☐ Yes ☐ No
4. The trust has 20 or less connected persons (including the settlor, trustees, beneficiaries* and any other person exercising ultimate control over the trust)
☐ Yes ☐ No

5. The trust does not have a corporate trustee

☐ Yes ☐ No

If you have answered 'Yes' to all the above questions in section 5, please confirm that the trust wishes to take advantage of the Quilter Cheviot Owner-documented Service:

☐ Yes ☐ No

If yes, go to Part III (and then Part IV). If no, please complete either section 4 or 6.
*this includes all beneficiaries with an entitlement to the income from the trust but only includes discretionary beneficiaries where a discretionary payment has already been authorised.

6. The Trust is a financial institution but does not have a GIIN (Global Intermediary Identification number)

(Please tick only one):

- ☐ The trust has applied, or is going to apply, for a GIIN
- ☐ The trust is a Non-Participating Financial Institution
- ☐ The trust is a Certified (or otherwise) Deemed Compliant FI

Please indicate exemption:

☐ The trust is an Exempt Beneficial Owner

Please indicate status:

Other (please provide details):

If you have completed section 6, please go to Part III.

7. The Trust is not a financial institution

Where the trust is not a Financial Institution, you will need to determine which type of NFFE the trust is for FATCA purposes. (If there is any doubt, please refer to the explanatory notes and/or contact your usual tax advisor).

☐ The trust is an Exempt Beneficial Owner

Please indicate status:

☐ The trust is an Active Non-Financial Foreign Entity

☐ The trust is a Passive Non-Financial Foreign Entity

If the trust is a Direct Reporting NFFE, please provide the Entity's GIIN:

If the trust is a Sponsored Direct Reporting NFFE, please provide the trust's GIIN and Sponsoring Entity's name. Trust's GIIN:

Sponsoring Entity's Name:

If you are a 'Passive' NFFE, please complete Part IV (and Part III). Otherwise complete Part III and 11).

Part III: The Common Reporting Standard

Please provide your status under CRS by ticking the appropriate box. Note that your CRS classification may not coincide with your classification under FATCA.

If the trust is NOT a Financial Institution for CRS purposes please complete section 9 onwards. Otherwise please continue by completing section 8. (If there is any doubt, please refer to the explanatory notes and/or contact your usual tax advisor.)

8. The Trust is a financial institution

- ☐ The trust is an Investment Entity resident in a Non-Participating Jurisdiction and managed by another Financial Institution (deemed a Passive NFE). If you have ticked this box please complete Part IV onwards
- ☐ The trust is a type of Investment Entity other than described above.
- ☐ The trust is another type of Financial Institution (Custodial Institution, Depository Institution or Specified Insurance Company)

9. The Trust is not a financial institution

- ☐ The trust is an Active Non-Financial Entity that is a corporation the stock of which is regularly traded on an established securities market or a related entity of such corporation.

Please provide the name of the established securities market:

If the trust is a related entity of a regularly traded corporation, please provide the name of the regularly traded corporation:

- ☐ The trust is An Active NFE that is a Governmental Entity, International Organisation or Central Bank (including an entity wholly owned by one or more of the foregoing)
- ☐ The trust is an Active NFE which is none of the above
- ☐ The trust is a Passive NFE

If you have ticked this box please complete Part IV onwards.

Part IV: Controlling persons

Please provide your status under CRS by ticking the appropriate box. Note that your CRS classification may not coincide with your classification under FATCA.

If the trust is NOT a Financial Institution for CRS purposes please complete section 9 onwards. Otherwise please continue by completing section 8. (If there is any doubt, please refer to the explanatory notes and/or contact your usual tax advisor.)

**10. Controlling persons
(including Beneficiaries)
self-declaration of residency
(Including direct and indirect
owners and Controlling
persons)**

Please only complete Section 10 where you have indicated the trust to be a Passive Non-Financial Foreign Entity under section 7, a deemed Passive NFE under section 8 or a Passive NFE under section 9 OR you would like to take advantage of the 'Owner-Documented' service under Section 5.

Please ensure you list below each controlling person, confirming ALL countries of tax residency and ALL tax reference numbers for EACH controlling person. If a person is a US citizen, US green card holder or US resident, you must include United States in the table below along with his or her US Tax Identification Number (TIN) and an IRS form W-9.

Full name

Person 1

--	--

Permanent residential address

(please do not provide a 'care of' or post box)

Postcode:

Postcode:Country/countries of Tax Residency

Date of birth (DD/MM/YYYY)

_____ / _____ / _____

Town/City and country of birth

Tax Reference Number(s)

(for the Channel Islands and UK residents the Social Security Number or National Insurance Number is a valid reference)

If no Tax Reference Number is available, please specify the reason

Tax Reference Number Type

Type of controlling person

(please select type from the table set out in Explanatory Notes and Instructions and indicate below the letter corresponding to the relevant type)

Person 2

Postcode:

Postcode:

_____ / _____

Tax residence and status Trust questionnaire

Full name

Permanent residential address
(please do not provide a 'care of' or post box)

Country/countries of Tax Residency

Date of birth (DD/MM/YYYY)

Town/City and country of birth

Tax Reference Number(s)
(for the Channel Islands and UK residents the Social Security Number or National Insurance Number is a valid reference)

If no Tax Reference Number is available, please specify the reason

Tax Reference Number Type

Type of controlling person
(please select type from the table set out in Explanatory Notes and Instructions and indicate below the letter corresponding to the relevant type)

Person 3

Postcode:

Person 4

Postcode:

11. Declaration

Please complete in ALL cases.

The information I have provided within this form to the best of my knowledge is true, accurate and complete.

I confirm that I am authorised to sign on behalf of the trust stated in section 1.

I undertake to advise Quilter Cheviot promptly of any change in circumstances which causes the information provided to become incorrect or incomplete.

I am aware that in certain circumstances Quilter Cheviot will be obliged to share information with HMRC, who may in turn, pass it on to other tax authorities.

Signed:

Print name:

Date:

Capacity:

Tax residence and status Trust questionnaire

Explanatory notes and instructions

For the purposes of FATCA and the Common Reporting Standard.

These explanatory notes are not intended to substitute reading and understanding the certification requirements of the US Foreign Account Tax Compliance Act (FATCA) or the Common Reporting Standards (CRS).

The trust entity completing the form will operate under the regulations applicable to their tax jurisdiction. This certification reflects the regulations in operation in their own jurisdiction.

PURPOSE OF THE TAX RESIDENCE AND STATUS TRUST QUESTIONNAIRE SECTION

This section of our client application form must be completed by all trusts as part of our new account opening process.

We are required under The International Tax Compliance Regulations 2015 and related HMRC guidance (as amended or replaced from time to time) to collect certain information about the tax status of each investor and certain related natural persons. We may be required to disclose this information and account details to HM Revenue & Customs (HMRC) and/or other tax authorities overseas. These regulations were enacted pursuant to Inter-Governmental Agreements (IGAs) the UK has entered into with the United States to implement FATCA and with various other jurisdictions to implement the CRS.

Quilter Cheviot cannot determine your FATCA or CRS status for you or provide you with any advice on this. We have provided accompanying explanatory notes & instructions which should be referred to when completing this form.

If you are in any doubt about your FATCA status you should obtain advice from a suitably qualified tax specialist.

There are separate forms for individuals, corporate entities and specialised entities such as pension funds or charities.

EXEMPT BENEFICIAL OWNER

The most common example for this trust category for UK trusts is a pension scheme (plan, scheme, Fund, Trust or other arrangement established in the UK) which is generally exempt from income taxation in the UK or operated principally to administer or provide pension or retirement benefits or to earn income for the benefit of one or more such arrangements.

If you believe the trust may fall within this category please consider if the pensions account opening form is more appropriate to your circumstances.

DEEMED COMPLIANT FINANCIAL INSTITUTION

A common example for this trust category is a registered charity but other charitable organisations and non-profit organisations (e.g. Sports Clubs) will also be deemed compliant and are not required to report under FATCA.

If you believe the trust may fall within this category please consider if the charity account opening form is more appropriate to your circumstances.

INSTRUCTIONS

PART I: GENERAL

SECTION 1: NAME OF TRUST

Enter the full name of the Trust (the account holder)

SECTION 2: ACCOUNT NUMBER (IF KNOWN)

Where you are a new client you may not have an account number. Where you are an existing client, you should list all account numbers to which the questionnaire applies.

SECTION 3: TAX RESIDENCY

The regulations require Quilter Cheviot to collect specific information about each client's tax residence(s), and determine whether Quilter Cheviot are obliged to submit account information to our local tax authorities, who may pass the information on to other tax authorities.

Please specify within the table provided, all countries in which the trust is resident for tax purposes and the associated tax reference number(s) and tax reference number type.

Country or countries of Tax Residency: Enter the country or countries where the organisation is resident for the purposes of that country's income taxation. If the trust is tax resident in more than one country, please list each one separately.

Tax Reference Number(s) and type: Enter the tax reference number(s) that your country of residence for tax purposes has issued to you and (in the separate column provided) the tax reference number type. Where a country does not issue tax reference number(s) a "functional equivalent" may be used, which may include a trust registration number or other similar form of identification. Where no tax reference number is available, please specify the reason in the space provided.

Definition of Trust Residency: 'Tax residence' is determined by the laws of each jurisdiction, and will depend, among other factors, on the residency of the trustees.

UK tax rules for non-resident trusts are very complicated. Although there are general rules that apply to all non-resident trusts, each trust is different and is treated separately depending on:

- whether it is a discretionary trust or an interest in possession trust
- the residence status of the settlors or beneficiaries

For UK purposes, as a general guide, if most or all of the trustees are resident in the UK for tax purposes then the trust is UK resident. Where some of the trustees but not all are UK resident, then the trust is also to be treated as UK resident if the settlor is both resident and domiciled in the UK for tax purposes.

If you are unsure as to which country the trust you are certifying is resident in for tax purposes, please contact your tax advisor.

SECTION 4: THE TRUST IS A FINANCIAL INSTITUTION WITH A GIIN (GLOBAL INTERMEDIARY IDENTIFICATION NUMBER)

Financial Institution - In general, a trust is treated as a 'Financial Institution' (FI) if the trust's gross investment income exceeds 50% of the trust's total gross income and its assets are managed on a discretionary basis by an asset manager such as Quilter Cheviot or other financial institution but may also be a financial institution in certain other circumstances.

If you are unsure about the trust's classification for the purposes of FATCA please contact your tax advisor.

- The trust has registered as an FI directly with the IRS - The trust will have a GIIN which should be recorded in the box provided.
- The trust has registered as an FI via a Sponsoring FI- The trust can be an FI and be sponsored where it has a contractual arrangement for its due diligence and reporting is to be carried out by a Sponsoring Entity. If the trust is a Sponsored Investment Entity, please provide the GIIN of the trust and the name of the Sponsoring Entity in the boxes provided.
- 'Trustee documented' - Where one or more of the trustees is a

corporate trustee the trust will be a trustee documented trust. Under this alternative the trust will not be required to register as an FI and all FATCA due diligence and reporting will be undertaken by the corporate trustee. Please enter the name and GIIN of the designated corporate trustee.

- (iv) Sponsored closely held Investment Vehicle - This category is very similar to the 'Sponsored Investment Entity' under ii. above. The difference is that a Sponsored Investment Vehicle does not need to register with the IRS and obtain a GIIN. Only the sponsoring FI will have to register with the IRS. Please provide the GIIN of the sponsoring FI and their name in the box provided.

SECTION 5: OWNER-DOCUMENTED ALTERNATIVE TO REGISTERING DIRECT WITH THE IRS

Please note that the concept of "Owner-documented FIs" is only applicable for FATCA purposes.

The status of an 'Owner-documented' FI exists exclusively between the trust and Quilter Cheviot meaning that the certifications in this section do not extend to any financial account that the trust may maintain with other FIs. Such other FIs may require separate documentation/certification from the trust.

The trust will qualify for Owner-Documented FI status only where the answer to ALL questions in Section 5 are 'Yes'. If so, please also complete Sections 8, 10 and 11.

SECTION 6: THE TRUST IS A FINANCIAL INSTITUTION BUT DOES NOT HAVE A GIIN.

If the trust cannot provide a GIIN, please tick the reason why it does not have a GIIN:

- (i) The trust has applied, or is going to apply, for a GIIN (but has not yet received it) - Whilst most FIs will have applied and received a GIIN there may be cases where the FI is in the process of applying but not yet received it. If this is the case please tick this box and provide the GIIN as soon as this becomes available.
- (ii) The trust is a "Non-Participating FI" - The trust may be a Non-Participating FI if it is located in a jurisdiction that does not have an IGA with the US and the FI has not entered into a FATCA Agreement with the IRS and it is not deemed compliant or excepted. We may be obliged to report details of this account to HMRC.
- (iii) The trust is a Certified (or otherwise) Deemed Compliant FI - A Financial Institution exempt from the requirement to register with the IRS and report under FATCA and self-certifies its status to withholding agents by providing an appropriate certificate or form, if it meets the relevant conditions. Financial Institutions in this category includes but is not limited to registered charities and other non-profit organisations. Where the trust falls within this category of Financial Institution, please indicate the specific exemption in the space provided.
- (iv) Exempt Beneficial Owners - This category includes Financial Institutions that meet the relevant conditions to be Government Entities, International Organisations, Central Banks, certain retirement funds, and Investment Entities wholly owned by Exempt Beneficial Owners. Where the trust is a Financial Institution that falls within this category, please indicate the specific type of Exempt Beneficial Owner in the space provided.

Other reason (please specify) - Please explain in the box why you believe that the Trust does not require a GIIN. We may be obliged to report details of this account to HMRC.

SECTION 7: THE TRUST IS NOT A FINANCIAL INSTITUTION

Where the trust is not a Financial Institution, you may need to determine which type of NFFE the trust is for FATCA purposes. (If there is any doubt, please refer to the explanatory notes and/or contact your usual tax advisor).

- (i) Exempt Beneficial Owners - This category includes NFFEs that meet the relevant conditions to be a type of Exempt Beneficial Owner under US Treasury Regulations implementing FATCA. Where the trust falls within this category, please indicate the specific type of Exempt Beneficial Owner in the space provided. There are various categories of Active Non-Financial Foreign Entities under the IGAs, including Excepted NFFEs under US Treasury Regulations implementing FATCA, which have no registration or reporting obligations under FATCA. The most common example of an Active NFFE includes an entity in respect of which less than 50% of its gross income for the preceding calendar year or other appropriate reporting period is passive income and less than 50% of the assets held by it during the preceding calendar year or other appropriate reporting period are assets that produce or are held for the production of passive income. [Other examples of categories of Active NFFE under the IGAs include government entities, central banks and international organisations and wholly owned subsidiaries of such entities; corporations (or related entities of corporations) whose stock is regularly traded on an established securities market; non-profit organisations; start-up NFFEs; entities liquidating or emerging from bankruptcy; treasury centres and holding companies that are members of non-financial groups; etc. Where the trust is a direct reporting NFFE or sponsored direct reporting NFFE (each a type of Excepted NFFE), please provide the GIIN of the trust and, in the case of a sponsored direct reporting NFFE, the name of the sponsor.
- (ii) The trust is a Passive Non-Financial Foreign Entity - If the trust is not classified elsewhere, it will probably be deemed a Passive NFFE and you should tick the relevant box and go on to complete Section 10.

PART III: THE COMMON REPORTING STANDARD

SECTION 8. THE TRUST IS A FINANCIAL INSTITUTION

'Financial Institution' means a Custodial Institution, a Depository Institution, an Investment Entity, or a Specified Insurance Company for CRS purposes. In general, the definitions of each type of Financial Institution are similar to those under FATCA, although there is an additional limb to the definition of an Investment Entity under CRS.

Under CRS, an entity is an Investment Entity Financial Institution if:

- (a) It primarily conducts as a business one or more of the following activities or operations for or on behalf of a customer:
 - (i) trading in money market instruments (cheques, bills, certificates of deposit, derivatives, etc.); foreign exchange; exchange, interest rate and index instruments; transferable securities; or commodity futures trading;
 - (ii) individual and collective portfolio management; or
 - (iii) otherwise investing, administering, or managing Financial Assets or money on behalf of other persons; or
- (b) its gross income is primarily attributable to investing, reinvesting, or trading in Financial Assets and it is managed by another entity that is a Depository Institution, a Custodial Institution, a Specified Insurance Company, or an Investment Entity described in limb (a) of this definition.

The term Investment Entity shall be interpreted in a manner consistent with similar language set forth in the definition of "financial institution" in the Financial Action Task Force Recommendations.

If you are unsure about the trust's classification for CRS purposes please contact your tax advisor.

- (i) The trust is an Investment Entity resident in a Non-Participating Jurisdiction and managed by another Financial Institution – This category applies to an Investment Entity within limb (b) of the definition that is not in a jurisdiction participating in the CRS (i.e. not in a jurisdiction with which an agreement to exchange information under CRS is in place and which is identified in a published list). If this category applies to the trust then it is treated as a 'Passive' NFE and you will need to provide information about its controlling persons in Part IV.
- (ii) The trust is another Investment Entity – This category applies to an Investment Entity that does not fall within (i) above.
- (iii) The trust is another type of Financial Institution - i.e. the trust is a Custodial Institution, Depository Institution or Specified Insurance Company.

SECTION 9. THE TRUST IS NOT A FINANCIAL INSTITUTION

- (i) The trust is an Active Non-Financial Entity that is a corporation the stock of which is regularly traded on an established securities market or a related entity of such corporation. Please provide the name of the established securities market in the space provided. If the trust is a related entity of a regularly traded corporation, please provide the name of the regularly traded corporation in the space provided.
- (ii) The trust is an Active NFE that is a Governmental Entity, International Organisation or Central Bank, or an entity wholly owned by one or more of the foregoing.
- (iii) The trust is an Active NFE which is none of the above (e.g. a start-up NFE, a non-profit NFE, a holding company or treasury centre of a non-financial group, etc.)
- (iv) The trust is a Passive NFE – This category applies to Non-Financial Entities or NFEs that are not Active NFEs. If this category applies to the trust then you will need to provide information about its controlling persons in Part IV.

PART IV: CONTROLLING PERSONS

SECTION 10: CONTROLLING PERSONS

Please only complete Section 10 where you have indicated the trust to be a Passive Non-Financial Foreign Entity under section 7, a deemed Passive NFE under section 8 or a Passive NFE under section 9 OR you would like to take advantage of the 'Owner-Documented' service under Section 5.

Legislation implementing FATCA, the CRS and related international governmental agreements requires Quilter Cheviot to identify all controlling persons of a 'Passive NFFE' or Owner-documented trust, determine their tax residences, and determine whether Quilter Cheviot are obliged to submit specific account information regarding such controlling persons to their local tax authorities, who may pass this information on to other tax authorities.

Therefore, section 10 must list all "controlling persons" in the table provided.

Definition of Controlling Persons: The term 'controlling persons' is to be interpreted in a manner consistent with the applicable Anti-Money Laundering regulations i.e. natural persons who exercise direct or indirect control over an entity. In the case of a trust, "Controlling Person" means the settlor(s), the trustees(s), the protector(s) (if any), the beneficiary(ies) or class(es) of beneficiaries, and any other natural person(s) exercising ultimate effective control over the trust, and in the case of a legal arrangement other than a trust, such term means persons in equivalent or similar positions. Details of both direct and indirect controlling persons should be provided.

Full name: Enter the full name of the controlling person(s).

Country/countries of Tax Residency: Enter in full the name of the country/countries in which the controlling person is resident for tax purposes.

Town/city and country of birth: Enter the town/city and country in which you were born.

Date of Birth: Enter date of birth in the following format dd/mm/yyyy.

Address: Enter the permanent residential address. The permanent residence address of the controlling person is the address in the country where he/she claims to be resident for the purposes of that country's income tax. 'Care of' and PO Box addresses are not accepted.

Tax Ref for Country of Residence: Enter the tax reference number of the controlling person's country or countries of residence for tax purposes. Where a country does not issue a tax reference number a "functional equivalent" may be used. For an individual this would include, for example, a social security number, a national insurance number, a personal identification number or a resident registration number.

If no Tax Reference Number is available, please specify the reason in the space provided.

Tax Reference Number Type: Enter the type of tax reference number. A list of valid tax identification numbers and functional equivalents under the domestic laws of various jurisdictions is available on the OECD website (www.oecd.org).

Type of Controlling Person: Enter the letter corresponding to the applicable type of Controlling Person listed in the table below:

Controlling Person's Status:

- A - Controlling Person of a legal person – control by ownership
- B - Controlling Person of a legal person – control by other means
- C - Controlling Person of a legal person – senior managing official
- D - Controlling Person of a trust – settlor
- E - Controlling Person of a trust – trustee
- F - Controlling Person of a trust – protector
- G - Controlling Person of a trust – beneficiary
- H - Controlling Person of a trust – other
- I - Controlling Person of a legal arrangement (non-trust) – settlor-equivalent
- J - Controlling Person of a legal arrangement (non-trust) – trustee-equivalent
- K - Controlling Person of a legal arrangement (non-trust) – protector-equivalent
- L - Controlling Person of a legal arrangement (non-trust) – beneficiary-equivalent
- M - Controlling Person of a legal arrangement (non-trust) – other-equivalent

SECTION 11: DECLARATION AND SIGNATURE

The individual signing this declaration must possess the authority to do so on behalf of the trust.

This questionnaire must be completed and returned as soon as possible, as part of the account opening process. In any event within 90 days.

This document does not purport to provide legal or tax advice and we accept no liability for any loss arising from any action taken or not taken by anyone using the information contained herein.

You are required to obtain a Legal Entity Identifier (LEI).

Please select one of the following options:

- ☐ We already have a LEI as detailed below:
-
- ☐ We are applying for a LEI directly or via a different firm or agency and will promptly provide Quilter Cheviot with it once received.
- ☐ We would like Quilter Cheviot to apply for, and maintain, a LEI on our behalf via UnaVista. Please complete Part B.

Fees

We will charge the following fees, inclusive of VAT, if you ask us to apply for, and maintain, a LEI on your behalf.

	£	€
Initial application	84	100
Annual renewal*	72	86

*The annual renewal charge will only be carried out on request.

Declaration

Please complete, sign and date to confirm your agreement to the following points:

- I understand that if the information provided in this form (including part B if applicable) is incorrect or incomplete, Quilter Cheviot may not be able to carry out any transactions, or otherwise provide its services to the above named entity from 3 January 2018;
- I will notify Quilter Cheviot promptly in writing if any of the information provided in this form becomes incorrect or incomplete;
- If the above named entity is applying for an LEI directly or via a different firm or agency, I understand that failure to provide Quilter Cheviot with an LEI before 3 January 2018 may mean that Quilter Cheviot is unable to carry out any transactions, or otherwise provide its services to the above named entity;
- Quilter Cheviot shall not be responsible for the consequences of any incorrect or incomplete information being provided in this form (including part B if applicable), or if I do not notify Quilter Cheviot of any such information subsequently becoming incorrect or incomplete;
- If Quilter Cheviot has been requested to apply for a LEI on behalf of the named entity, I understand that Quilter Cheviot is reliant on UnaVista for the allocation of the LEI and that Quilter Cheviot will not be responsible for any delay or failure on the part of UnaVista in doing so;
- Where Quilter Cheviot has been requested to renew the LEI annually, I understand that Quilter Cheviot will only be responsible for doing so whilst the above named entity remains a Quilter Cheviot client; and
- Where applicable, I accept the charges detailed in this form and acknowledge that these will be debited from the named entity's Quilter Cheviot account once the application is made and on each relevant renewal date.

If there is anything in this form that you do not understand, or if you have any questions, please contact your investment manager.

Signed for and on behalf of:

Authorised Signatory

Name

Position

Date

 / /

Please return to

Legal Entity Identifier Request Form B

London Stock Exchange Plc
FAO: LEI
Operations Department
4th Floor
10 Paternoster Square
London EC4M 7LS
UK

Re: Authorisation to apply for Legal Entity Identifier (LEI)

Dear Madam or Sir,

The below named entity is authorised to apply for an LEI on behalf of:

as well as maintain the related data (annual renewal), submit the corresponding declarations of intent in our name, and to take all necessary measures in this regard.

Requestor Entity name -	Quilter Cheviot Limited
Requestor Entity address -	Senator House, 85 Queen Victoria Street, London EC4V 4AB
Requestor contact details -	Robert Russell Telephone: 020 7150 4182 Email: LEI@quiltercheviot.com

Authorised Signatory

Date

 / /

For and on behalf of

First name, last name (please print)

Email

Telephone

Position within organisation

- | | |
|---|--|
| <input type="checkbox"/> Director | <input type="checkbox"/> Company Secretary |
| <input type="checkbox"/> Compliance Officer | <input type="checkbox"/> Treasurer |
| <input type="checkbox"/> Trustee | <input type="checkbox"/> Trustee's agent |

QUILTER CHEVIOT

Senator House, 85 Queen Victoria Street
London EC4V 4AB

t: +44 (0)20 7150 4000

w: quiltercheviot.com

Quilter Cheviot and Quilter Cheviot Investment Management are trading names of Quilter Cheviot Limited. Quilter Cheviot Limited is registered in England with number 01923571, registered office at Senator House, 85 Queen Victoria Street, London, EC4V 4AB. Quilter Cheviot Limited is a member of the London Stock Exchange and authorised and regulated by the UK Financial Conduct Authority and as an approved Financial Services Provider by the Financial Sector Conduct Authority in South Africa.

Transfer a General Investment Account

Please complete and sign this form to transfer an existing investment account that is not an ISA to your account with Quilter Cheviot. When you have submitted this form to us, we will send it to your current account provider so that they can begin the process of transferring it.

A separate transfer instruction is needed for each account you would like to transfer. If you'd like to transfer more than one account, you have two options:

1. Ask your investment manager for additional forms, or
2. Print as many copies of this page as you need

Authorisation for the account manager to provide information:

Authorisation for the account manager to provide information:

I/We wish to transfer my/our non ISA account to Quilter Cheviot. I/We authorise you to provide Quilter Cheviot with all relevant information requested by them as listed below.

Details of the account to be transferred

Account number/reference

Account name

Company name of transferring
Account Manager

Contact name

Company address

Personal details

Full name (including Title)

First-named client on account

Permanent residential address
(please do not provide a 'care of'
or post box)

National Insurance number

Date of birth (DD/MM/YYYY)

Second-named client on account



Note: ISA transfers will be dealt with separately.

You have two options to transfer your account, please select one:

I/We request and authorise you:

To accept instructions from Quilter Cheviot with regard to the in-specie transfer of securities and/or sale of securities that you hold in my/our name(s) in the account detailed on the previous page.

☐ **Full transfer**

If you would like to transfer the full contents of the account to your account at Quilter Cheviot, please select this option.

The account held in my/our name(s) should be **closed with immediate effect and transferred to Quilter Cheviot:**

The approximate value is:

Please indicate below if the transfer should be in specie or cash:

In specie ☐

Cash ☐

If both, please indicate split

Both ☐

☐ **Partial transfer**

If you would like to transfer some of the contents of the account but not all, please select this option and specify how much you would like to transfer.

Please arrange for a **partial transfer of securities/cash to Quilter Cheviot:**

The approximate value is:

Please indicate below if the transfer should be in specie or cash:

In specie ☐

Cash ☐

If both, please indicate split

Both ☐

First client

Signature

Date

Print name

Second client

Signature

Date

Print name

Quilter Cheviot investment manager and team contact details:

Investment
Manager name
Telephone

Email

Office address

Administrator /
Assistant name
Telephone

Email

Cash Transfers GBP

Cleared GBP cash should be sent to Quilter Cheviot once all closing fees have been applied. Funds should be sent to the following bank details:

Bank of Scotland

Sort Code: **12-27-80**

Account Number: **06000101**

Account Name: **Quilter Cheviot Client Account**

Reference:

If funds are held in an alternative currency, please contact the administrator/assistant named above for further information.

Instructions to current investment manager

If you are the applicant, please ignore this box.

Upon receipt of this transfer request, kindly forward the following information to Quilter Cheviot using the contact details above:

- Valuation including SEDOL and book costs
- CGT Cost History
- Details of disposals made in the current tax year
- Cash Statements
- Other information as requested

Please refer to this document for my/our transfer instructions.

QUILTER CHEVIOT

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