
Change of Adviser Form

IMPORTANT INFORMATION

OTAP is the brand name of Overseas Trust and Pension Ltd, Overseas Pensions and Benefits Ltd and Overseas Pensions Administration Ltd, (the Companies) are licensed by the Guernsey Financial Services Commission under the regulation of Fiduciaries, Administration Businesses and company Directors, etc (Bailiwick of Guernsey) law, 2000. Overseas Trust and Pension Ltd and Overseas Pensions and Benefits Ltd are registered in Guernsey numbers: 55506 and 39935 respectively. Their registered office is 2nd Floor Elizabeth House, Les Ruettes Brayes, St Peter Port, Guernsey, GY1 1EW. Overseas Pensions Administration Ltd is registered in Alderney number: 1427 and its registered office is Millennium House, Ollivier Street, St Anne, Alderney, GY9 3TD.

Overseas Trust and Pension Limited is an authorised financial services provider in terms of the South African Financial Advisory and Intermediary Services Act ("FAIS") and is regulated by the Financial Sector Conduct Authority ("FSCA") of South Africa. FSP number 47261.

OTAP does not offer financial, investment or tax advice, any information provided should not be considered as such. OTAP accepts no legal liability for losses, damages or expenses which you may incur or suffer directly or indirectly by using this information.

We endeavour to make sure the information is accurate and up-to-date however, no warranty is given as to the accuracy or completeness of any information and no liability is accepted for any errors or omissions in such information, products or services provided to you.

We strongly recommend that clients take regulated financial and investment advice relevant to their individual circumstances. It is the responsibility of clients and their advisers to review the advice and investments at least annually. The product terms, risks and charges (including: initial, annual and exit) should be considered, understood and agreed with your Financial/Investment Adviser.

Past performance is not a reliable indicator of future results. Investment values and the income from them can go down as well as up and may be affected by changes in rates of exchange. An investor may not receive back the amount initially invested.

Data Privacy Statement: Please refer to our Data Privacy Policy published on the Overseas Trust and Pension website: www.trustandpension.com/legal-and-regulatory

Section 1 - Member Details

Title (e.g. Mr/Mrs/Miss/Ms/Dr/Other)	Name
Surname	
Plan Name	
Plan Ref.	
Residential Address	
Post Code	Country
Email Address	Telephone

Section 2 - Adviser Details

The newly proposed Adviser needs to have Terms of Business in place with OTAP and, where applicable, should have an agency or terms of business with any underlying investment provider.

The appointment of a new Adviser is subject to certain compliance checks and internal procedures and may take necessary time to complete. Any requests relating to: investments, benefits, information, etc. should only be submitted after the Change of Adviser has been confirmed. Failure to follow this procedure may result in commissions and/or fees being paid to the incorrect Adviser, OTAP would not be held liable in any such circumstance.

The current Adviser will be replaced and will no longer be able to obtain information about the Plan and any commissions paid from the underlying investment may cease to be paid to that Adviser once the Change of Adviser has been confirmed.

A. FINANCIAL ADVISER DETAILS

Name	Name of Firm
Address	
Post Code	Country
Email Address	Telephone
Regulator	Regulator Ref.
Agency Code	

B. INVESTMENT ADVISER DETAILS

Name	Name of Firm
Address	
Post Code	Country
Email Address	Telephone
Regulator	Regulator Ref.
Agency Code	

Certain investment providers may require additional supporting documentation for the appointment of a Investment Adviser. Please supply this information along with this Change of Adviser Form.

If the Member is appointing you, the abovementioned individual, as both their Financial Adviser AND Investment Adviser, please tick here

Section 3 - Fee Payment

Member - Please indicate if you wish for any existing commission or fee arrangements to be paid to your new Adviser:

Yes No

Adviser - Please indicate the currency you wish to receive commission or fee payments. Commissions will be paid in accordance with our Terms of Business. (please tick)

Sterling Euro US Dollar

Please provide us with your full bank account details

Bank Name
Sorting Code
SWIFT/BIC
IBAN Account Number
Account Name
Account Number

Section 4 - Member Declaration

I hereby confirm that the above named Investment Adviser or Financial Adviser where also acting in the capacity of Investment Adviser ("Adviser) is authorised by me to advise on and change the investments within my Plan and notify Overseas Trust and Pension ("OTAP") of such changes. As a Member of a directed pension plan, I understand that it is my own and/or my Adviser's responsibility to determine the suitability of any investments and carry out regular reviews of suitability and performance. OTAP is not responsible for reviewing the suitability and performance of the investments. I understand that OTAP does not approve nor recommend any investments that are chosen by me and/or my Adviser.

OTAP accepts no responsibility for losses, damages and/ or costs that may be incurred as a consequence of buying, selling or holding an investment at my request and/ or my Adviser.

It is the Adviser's responsibility to provide the Member with written details about the investment features, terms, risks, penalties (including establishment periods), charges, fees, commissions payable, etc. By requesting an investment personally or through your Adviser you are confirming receipt, understanding and acceptance of all such information.

The current Adviser will be replaced and will no longer be able to obtain information about your Plan and any commissions paid from the underlying investment may cease to be paid to that Adviser.

I hereby agree (so as to bind my estate, personal representative and heirs) to indemnify and keep indemnified OTAP, its delegates, successors and assigns (and each former or current director, officer, employee or affiliate of them) from and against any loss, liability arising from or in connection with the appointment of or any act or anything done, neglected or omitted to be done by my Adviser or in connection with the investment return or performance of the investments linked to my investment, any life policy and or my membership of the Plan howsoever arising.

OTAP shall not incur any liability howsoever arising in respect of handling investment instructions and does not undertake to handle instructions within a set period of time.

Member to sign and date

Signature of Member

Print Name

Date