
Change of Investment Provider Application Form

NOTES

This form is for use by Members of Plans administrated by Overseas Trust and Pension Limited ("OTAP") who want to change the Investment Provider held by the Plan.

You should seek professional advice regarding this change and the implications in respect of tax, security, additional costs, benefit options and all other relevant factors.

IMPORTANT INFORMATION

Overseas Trust and Pension Limited is licensed by the Guernsey Financial Services Commission under the Regulation of Fiduciaries, Administration Businesses and Company Directors, etc. (Bailiwick of Guernsey) Law, 2020. Overseas Trust and Pension Limited is registered in Guernsey with company number 55506. Its registered office is: Lefebvre Court, Third Floor, Block B, Lefebvre Street, St Peter Port, Guernsey, GY1 2JP.

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

Overseas Trust and Pension Limited does not offer financial, investment or tax advice and any information provided by Overseas Trust and Pension Limited should not be considered as such. Overseas Trust and Pension Limited 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 ensure that the information provided by Overseas Trust and Pension Limited 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.

We strongly recommend that clients take financial and investment advice relevant to their individual circumstances from appropriately qualified, licensed and regulated service providers. It is the responsibility of clients and their advisers to review the financial advice provided to, and investments of, clients at least annually to ensure that they remain appropriate for the client. The product terms, risks, commission payable and charges (including: initial, annual and exit charges) applicable to the investments should be considered, understood and agreed by the clients with their advisers.

Past performance of investments is not a reliable indicator of future results. Investment values and the income they generate 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 Overseas Trust and Pension Limited's website: www.trustandpension.com/legal-and-regulatory



Section 1 - Personal Details

A. MEMBER DETAILS

Title (e.g. Mr/Mrs/Miss/Ms/Dr/Other)

First name

Middle Names

Surname

B. FINANCIAL ADVISER DETAILS

This is the person providing advice in respect of the proposed change of Investment Provider.

Name of Professional Advisory Firm

Name of Professional Adviser

Full Address for Correspondence

Country

Post Code

Contact Fax

Contact Telephone

Email Address

Or Member Directed - Self Managed

☐ Yes

☐ No

C. PLAN DETAILS

Please provide details of the Plan.

Plan Reference

Plan Name

D. REASON FOR CHANGE OF INVESTMENT PROVIDER

Please provide details of the reasons why you wish to change your Investment Provider.



Section 2 – Investment Details

A. CURRENT INVESTMENT PROVIDER DETAILS

Name of Provider

Reference number

Domicile

Type of Investment

B. NEW INVESTMENT PROVIDER

Name of Provider

Type of Investment

Domicile of Investment

Regulatory Status

Application Form Completed ☐

Illustration/KIID Provided ☐

C. INVESTMENT CHARGES

Investment Bond

Policy Charge _____ % Administration Charge £ / € / US\$ _____ P.Q.

Period _____

Discretionary Asset Manager

Name of investment management firm _____

Investment Management Charge – If applicable please complete the below

Management charge _____ % Or £ / € / US\$ _____

Custody charge _____ % Or £ / € / US\$ _____

Dealing charge _____ % Or £ / € / US\$ _____

If a Platform or Custodian is to be used either separately or as part of the either a Bond or Discretionary Asset Management arrangement, please detail the charges as applicable below.

Please name the Platform or Custodian to be used _____

Custody charge _____ % Or £ / € / US\$ _____

Dealing charge _____ % Or £ / € / US\$ _____

If you are being charged for advice and these charges are not already covered in the above section, please provide details below.

Initial advice _____ % Or £ / € / US\$ _____
On-going advice _____ % Or £ / € / US\$ _____

Section 3 - Investment Transfer Details

Please select the way in which you would like your funds to be transferred by ticking box A or B below.

A. ☐ Cash – Liquidate all assets and transfer cash

Please confirm the currency in which you would like us to transfer:

☐ £ ☐ € ☐ US\$ ☐ Other _____

B. ☐ In specie transfer of assets

This option is not always possible and requires consent from the transferring custodian/investment provider as well as the receiving investment provider. Transfers of this nature are complex, and this can result in a prolonged transfer time, suspension of trading in the asset and additional costs.

STATEMENT OF CONFIRMATION: I confirm that:

The receiving Investment Provider has confirmed that they can take a transfer of the specific securities held in my member's account either directly or through their custodian.

I understand and accept the additional costs, time and potential suspension of trading that may be incurred as part of an in-specie transfer whether completed or not.

Member to sign:

Section 4 - Member Declaration

This section is to be signed by the Member.

- 4.1. I hereby request that OTAP, as Trustee, change the Investment Provider as indicated in this Application Form.
- 4.2. I understand the implications of the change including any tax implications and have sought relevant tax and financial advice from a suitably qualified Adviser. OTAP shall not incur liability for anything done, neglected or omitted to be done by, or in reliance upon the advice given by my Adviser.
- 4.3. I confirm that I have been provided with information regarding all fees, expenses and costs of this change, including but not limited to establishment, annual, dealing and surrender fees.
- 4.4. Where the change requires the sale of any assets, such liquidation will be done at the discretion of the Trustees who cannot be held liable for any loss or decrease in value in relation to the sale of the assets. Whether this loss or decrease is a result of market movements, delays, exit penalties or any other cost, charge or fee pertaining to the liquidation. I acknowledge that the funds will be held in cash for a period of time from the date of investment redemption until the date the funds are received and invested by the new Investment Provider and that OTAP is not liable for any market movements during the period the members account is held in cash.
- 4.5. I understand that the amount of the investment is not guaranteed and may fluctuate and that the exact Value will only be confirmed on the Transfer Date.
- 4.6. I am aware that in certain circumstances OTAP will be obliged to share this information with the Guernsey tax authorities, who may pass it on to other tax authorities.
- 4.7. I declare that all information provided by myself in this form is to the best of my knowledge and belief, accurate and complete.
- 4.8. I confirm that I am of legal age and capacity. I have willingly entered into this agreement. I have taken financial advice and understand the implications of signing this declaration or have freely declined to do so.

Member to Sign and Date

Signature of Applicant	
Print Name	Date