



ISA Application/Transfer Form

This form is required to open and/or transfer an ISA with/to Redmayne Bentley.

If you are an existing client, or are in the process of opening an account with us and have completed an *Agreement Form*, please use our *Ancillary ISA Form*.

The current ISA allowance is £20,000. Please ensure you have read the appropriate *Schedule of Charges* and *Terms of Business* (available at www.redmayne.co.uk/terms).

Please complete all details in **CAPITALS**.

If you would like your account to be held at a specific office location, please give the name of that office here*: _____

**Please note that if you do not specify an office, your account will be held at our Leeds Head Office*

PERSONAL DETAILS

Title _____ Surname _____ Residential Address _____

First Name(s) (In full) _____

Date of Birth ____/____/____ Postcode _____

Country & Place of Birth _____/_____ Tel _____

Country(ies) where taxed _____ Tel (Mobile) _____

National Insurance Number* _____ Email _____

***If you do not have a National Insurance Number we will unfortunately be unable to open an ISA for you.** Occupation (previous, if retired) _____

Nationalities _____ National Identifier** Employer (previous, if retired) _____

***If your Nationality is British, this is your National Insurance Number; if you have dual Nationality, please see www.redmayne.co.uk/NID for further information on the details you need to provide for the National Identifier.*

INVESTMENT INSTRUCTIONS

I wish to subscribe £_____

Please tick all which apply:

- I will make a secure online debit card payment by visiting: www.redmayne.co.uk/payment
- I enclose a cheque for £_____ made payable to Redmayne Bentley LLP
- I would like to be contacted by Redmayne Bentley to make a debit card payment over the telephone.
- I will arrange a standing order with my bank.
- I would like to Bed and ISA existing investments (see the **BED AND ISA** section overleaf).

TRANSFER INSTRUCTIONS

- I would like to transfer in my existing ISA(s) (see the **TRANSFER MY EXISTING ISA(S)** section overleaf).

SERVICE LEVEL

My ISA plan will be Execution-Only. Please refer to our *Stockbroking: A Summary of Key Information* available at www.redmayne.co.uk/terms or in hard copy upon request.

For our Investment Management or Dealing with Advice services, please contact us to obtain the relevant agreement form (if required) and/or *Ancillary ISA Form*.

BED AND ISA

Please complete this section if you wish to transfer (by way of a sale in the market and re-purchase within your ISA) all or part of your existing holdings of stocks and/or shares into a Redmayne Bentley ISA.

Please sell and re-purchase stock as detailed below as soon as practicable following receipt of this form and all relevant documentation.

Please use the sale proceeds as a cash subscription to my ISA for the current tax year to cover the purchase value:

SELL		BUY	
Name of Stock	Quantity or Value	Name of Stock	Quantity or Value

I have enclosed my share certificate(s) and signed CREST Transfer Form(s) to satisfy the sale(s) in the market (if applicable).

EMPLOYEE SHARE TRANSFER SERVICE (SAYE)

If you wish to effect the transfer-in of shares arising from an Approved All-Employee Savings-Related Share Option and/or Profit Sharing Scheme within 90 calendar days of exercise please contact your local Redmayne Bentley office.

WITHDRAWING FUNDS FROM YOUR ISA

We require details of your personal bank/building society so that we can make a BACS payment when a withdrawal is requested. If this information is not received within seven working days of your account opening, we will require proof of the account when you make your withdrawal request which may lead to a delay in you receiving the funds.

Name of Bank or Building Society _____

Branch Address _____

Postcode _____

Bank Account Holder's Name(s) _____

Bank Sort Code ____/____/____ Bank Account Number _____ Roll Number _____

MONTHLY INCOME SERVICE

If you would like to receive monthly withdrawals of your income (when income is available), please tick the box below and we will arrange for your payments to be paid direct to the Bank/Building Society account detailed above. The charge for this service is £10 plus VAT per annum. Income is made up of dividends, interest and bank interest, and is transferred directly to your chosen bank account until Redmayne Bentley is instructed otherwise. Distributions are made on the last working day of each calendar month.

I would like to withdraw income from my ISA on a monthly basis.

CLIENT WEB ACCESS (CWA) INCLUDING ELECTRONIC CONTRACT NOTES AND STATEMENTS

If you have provided an email address, we will register you for our Client Web Access (CWA), enabling you to view online your portfolio valuation, balances, contract notes and statements and also make secure payments to your account(s). We will issue an email notification when a new document is available for you to view in CWA, unless you have already advised us that you wish to receive documents by post. Please note certificated transactions are not detailed in CWA portfolio valuations or statements.

PRIVACY POLICY

Our *Privacy Policy* contains information on how we will store and use your personal information and your rights in relation to this. You can view the full policy online at www.redmayne.co.uk/privacy or in hard copy on request..

MARKETING COMMUNICATIONS

We would like your permission to contact you by email with relevant marketing information about your account and the services we provide. Please note that if you have already provided your consent then we will use this unless you inform us that you wish to withdraw your consent. If you have not already provided your consent for us to contact you with relevant marketing information, and have provided an email address, please indicate which type of communications you would be happy to receive from us by ticking the boxes below.

Services and products that may be of interest to you

Stock market investment news and investment opportunities

Details of investment seminars and events

We may use your personal data based on legitimate interest to contact you occasionally for marketing purposes by post. If we do so we will aim to ensure the content is relevant to you. If you do not wish to receive such messages by post, please contact your Redmayne Bentley office or executive.

SUBSCRIBE TO OUR INVESTMENT PUBLICATIONS

Market Insight is our monthly publication. It is published on two months in each quarter. The aim of *Market Insight* is to explore a current investment theme by looking at the UK and global backdrop, to provide insight as well as give ideas for gaining exposure. *Market Insight* is available only by email.

By ticking this box I consent to being sent *Market Insight* by email from Redmayne Bentley

1875 is published in the remaining month of each quarter. It includes *Market Insight*, but with additional articles covering topical features and the macro-economic environment. *1875* is available by email by default. However, if you require a printed copy, please contact your Redmayne Bentley office or executive and they will be able to arrange this.

By ticking this box I consent to being sent *1875* by email from Redmayne Bentley

TRANSFER MY EXISTING ISA(S)

If you have ISAs to transfer from more than one provider, please copy and complete this page, including signing the declaration, for each provider.

ISA Manager's Name _____

Account Holder's Name _____

ISA Manager's Address _____

ISA(S) TO BE TRANSFERRED

TAX YEAR (if applicable, otherwise ALL.):	REF:
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YOUR AUTHORITY

Please change, with immediate effect, the administration of my ISA(s) detailed and arrange the transfer to a Redmayne Bentley ISA in the form of:

- FULL CASH; or STOCK and CASH; or
 PARTIAL CASH TRANSFER - Amount £_____

Please remember to consult with your existing ISA Manager with regards to their terms and conditions of transfer.

DECLARATION

- All subscriptions made, and to be made, belong to me.
- I am 18 years of age or over.
- I have not subscribed and will not subscribe more than the overall subscription limit in total to any combination of permitted ISAs in the same tax year.
- I have not subscribed, and will not subscribe, to another Stocks and Shares ISA in the same tax year that I subscribe to this Stocks and Shares ISA.
- I am resident in the United Kingdom for tax purposes or, if not so resident, either perform duties which, by virtue of Section 28 of Income Tax (Earnings & Pensions) Act 2003 (Crown employees serving overseas), are treated as being performed in the United Kingdom, or I am married to, or in a civil partnership with, a person who performs such duties. I will inform Redmayne Bentley if I cease to be so resident or to perform such duties or be married to, or in a civil partnership with, a person who performs such duties.
- The information which I have given on this form is true and correct to the best of my knowledge and belief and I will inform Redmayne Bentley without delay of any changes in my circumstances affecting any of the said information.
- I authorise Redmayne Bentley:
 - a) to hold my cash subscription, ISA investments, interest, dividends and any other rights or proceeds in respect of those investments and any other cash.
 - b) to make on my behalf any claims to relief from tax in respect of ISA investments.
- I understand that this is Redmayne Bentley's standard agreement for Stockbroking services and this agreement form, along with the appropriate *Terms of Business* and *Schedule of Charges*, constitute a legally binding agreement in English law.
- I understand an ISA administration fee will be due on or around 1st October and annually thereafter, along with any other charges as stated in the appropriate *Schedule of Charges* and Redmayne Bentley's *Ancillary Charges*.
- I understand that Redmayne Bentley will execute orders in line with the *Order Execution Policy* (available at www.redmayne.co.uk/orderexecution).
- I confirm that I am not a United States 'person' as defined by FATCA, or Canadian resident.

PLEASE SIGN HERE



_____ / ____ / ____

SIGNATURE

DATE

Please return this form to your usual office or contact, or to Transfers, Redmayne Bentley, 9 Bond Court, Leeds, LS1 2JZ