

The BMO ISA is provided by BMO Fund Management Limited.

This application will transfer your existing ISA(s) into the BMO ISA Transfer Account. You should complete a separate form of authorisation for each ISA manager you wish to transfer an ISA from. The forms of authorisation are located in Part 5 of this application form. This application form represents the basis of your contract with BMO Fund Management Limited (trading as BMO Global Asset Management). Before completing the application form please ensure that you have read the relevant Key Investor Information Document(s) and Terms and Conditions.

All personal information submitted with this application form will be treated in accordance with BMO Fund Management Limited Privacy Notice which is available at: [www.bmogam.com/corporate/privacy](http://www.bmogam.com/corporate/privacy).

Please use BLOCK CAPITALS and black ink throughout and ensure you have signed the Declaration in Part 4, then return to: BMO Fund Management Limited, PO Box 9040, Chelmsford, Essex CM99 2XH

## Part 1 Investor Details – this section must be completed

Please enter your existing investment account number here (if you have one):

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Your details

Title	First names (in full)	Surname
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

Permanent residential address (including postcode)

Postcode

Daytime telephone number	Evening telephone number
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

Date of birth	Sex	Nationality
<input style="width: 100%;" type="text"/>	Male <input type="checkbox"/> Female <input type="checkbox"/>	<input style="width: 100%;" type="text"/>

What is your intended use for this account? Are you investing for:

Retirement  Education  Income  Capital growth  Other

National Insurance number

<input style="width: 100%;" type="text"/>	If you do not have a National Insurance number, please tick here <input type="checkbox"/>
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**Your National Insurance number**  
Your National Insurance number is required to open your account. If you do not know your number, you can obtain it from your employer or tax office (or pension book, if you have one). Please note, your National Insurance number will also be used for internal identification purposes.

## Part 2 Investment Details – this section must be completed

I wish to transfer my existing ISAs to the BMO ISA Transfer Account

I would like the proceeds to be invested in the following funds:

Fund	Percentage	Tick to receive income shares	Tick to receive accumulation shares
	%	<input type="checkbox"/>	<input type="checkbox"/>
	%	<input type="checkbox"/>	<input type="checkbox"/>
	%	<input type="checkbox"/>	<input type="checkbox"/>
	%	<input type="checkbox"/>	<input type="checkbox"/>
	%	<input type="checkbox"/>	<input type="checkbox"/>
	%	<input type="checkbox"/>	<input type="checkbox"/>
	%	<input type="checkbox"/>	<input type="checkbox"/>
	%	<input type="checkbox"/>	<input type="checkbox"/>
<b>Total</b>	<b>100%</b>	<input type="checkbox"/>	<input type="checkbox"/>

**Income Payments** If you have selected income shares the income (interest or dividends) from your investments will be automatically paid out. If you wish to receive the income from your investment into your Bank/Building Society Account you will need to complete your Bank/Building Society details in Part 3. However if you have selected the BMO Multi-Sector Bond Fund, BMO Multi-Sector Higher Income Bond Fund, BMO US Smaller Companies Fund or BMO Diversified Monthly Income Fund and want income to be re-invested, please tick this box

**ISA Transfer Authorisation**  
You also need to complete the details in the 'Form of Authorisation for my existing ISA manager' in Part 5.

## Part 3 Bank/Building Society Details – for Distribution Income

This section only needs to be completed if you wish to receive the income (interest or dividends) from your investment. If you are interested in taking regular withdrawals from your investment, please request information on our **Selector** facility by calling **0800 085 2752**. Selector is not available if you are making regular savings, or if you are receiving income from your investment.

Name of bank or building society

Address

  

Postcode

Sort code

Account number

Name(s) of account holder(s)

Roll number (if applicable)

## Part 4 Declaration & authorisation – this section must be completed

I have received advice on this investment decision. Yes  No

(Please tick one box to confirm. The instructions will be processed on the basis that the decision was advised if left blank.)

I declare that the information given on this completed application form is correct to the best of my knowledge and belief. I confirm that I have seen the current Key Investor Information Document for each of the share classes applied for in Part 2. I agree to be bound by the Terms & Conditions relating to the plan and to inform BMO Fund Management Limited in writing immediately of any change in my circumstances.

I understand that this application is subject to acceptance by BMO Fund Management Limited and that they may act on instruction from my financial adviser, if applicable.

I understand that money laundering regulations may require BMO Fund Management Limited to verify my identity and permanent residential address through searches of the electoral roll and credit reference agencies and that these agencies may keep a record of BMO Fund Management Limited's enquiry. I further understand that BMO Fund Management Limited may also need to write to me for additional documentation confirming my identity and permanent residential address. All applications will be processed on receipt, however BMO Fund Management Limited reserves the right not to issue Shares to me nor make payments in respect of my investment until satisfactory proof of my identity and permanent residential address is provided.

I declare that:

- The monies subscribed to the ISA(s) are beneficially owned by me.

I hereby authorise BMO Fund Management Limited:

- To disclose any information relating to my account to the Financial Conduct Authority, HMRC or to make such disclosure as otherwise required by law, including anti-money laundering and anti-terrorism laws. BMO Fund Management Limited may be obliged to make disclosures regarding such information to comply with the requirements of applicable law or regulation and/or the requirements of UK and other competent authorities;
- To hold my cash subscription, ISA investments, interest, dividends and any other rights or proceeds in respect of those investments and any other cash;
- To make on my behalf any claims to relief from tax in respect of ISA investments;
- On my written request, to transfer or pay to me, as the case may be, ISA investments, interest, dividends, rights or other proceeds in respect of such investments or any cash.
- I agree to inform BMO Fund Management Limited in writing immediately of any change in my circumstances.
- To undertake any necessary searches of the electoral roll and credit reference agencies.

Signature

Date

### Data Protection

All personal information submitted with this application form will be treated in accordance with BMO Fund Management Limited's Privacy Notice which is available at: [www.bmogam.com/corporate/privacy](http://www.bmogam.com/corporate/privacy). In the Privacy Summary Statement included with this application form, we have provided you with some key information about how we process your personal information. There is a lot more information contained in our Privacy Notice, which we recommend that you read. Should you have any questions regarding how we process your personal information, we have provided you with key contact information in the Privacy Summary Statement, as well as in our Privacy Notice.

### Marketing

We would like to provide you with details of financial services and products that we offer which we think you might find interesting. **If you would NOT like to receive such information, please tick this box** .

If at any time you change your mind, please let us know by emailing us at [preferences@bmogam.com](mailto:preferences@bmogam.com). For full details of how we use your personal information, please visit [www.bmogam.com/privacy](http://www.bmogam.com/privacy).

### Important Information

During the period of transfer, your ISA(s) will be uninvested and will not participate in any falls or rises of investment markets. The proceeds of the ISA transfer will be invested at the price calculated at the first valuation point following receipt by us of the funds from your previous plan manager.

- Some ISA managers are only able to transfer your entire holding with them and it may not be possible to split your holding between different tax years.
- The minimum transfer is £1,000.
- There is no upper limit on the amount you may transfer from one ISA manager to another.
- A letter will be sent to you confirming the details of your investment. You will then have a 14 day period in which you may cancel the investment without charge. However, if the value of your holding falls before it is encashed, you will not be entitled to a refund for the loss incurred.

Please note that if you were to exercise your cancellation rights you would have three options:

1. The proceeds can be returned to you and your ISA closed. This will mean it loses its tax-free status.
2. The proceeds can be transferred back to the original ISA manager. However, the original ISA manager does not have to accept the transfer.
3. The proceeds can be transferred to another ISA manager.

## Part 5 Form of authorisation for my existing ISA manager

This section must be completed in order for us to process your ISA Transfer. BMO Fund Management Limited will send a form of authorisation to your existing plan manager and arrange for the ISA to be transferred in accordance with your instructions. A form of authorisation needs to be completed for each ISA manager you are transferring a ISA from. Only one form is required for each plan manager, even if you are transferring more than one ISA from them. We have supplied three forms (below), however, if you require additional forms please call our Investor Helpline on 0800 085 2752.

### Form of authorisation for my existing ISA manager

#### Name and address of existing ISA manager

Company name

ISA reference number

Company address (including postcode)

Postcode

#### ISA(s) to be transferred

I wish to transfer 100% of my ISA holdings\*

\*Including current year subscriptions.

OR

I wish to transfer PART of my ISA holdings (please indicate years/percentages/amounts/funds)

1. I hereby authorise you to transfer forthwith the proceeds of the above ISA(s) to **BMO Fund Management Limited**.
2. I hereby authorise you to provide BMO Fund Management Limited with all such relevant information relating to my ISA(s) as it may require.
3. I understand that my existing ISA(s) will be liquidated prior to the transfer taking place.

Signature

Print name

Date

### Form of authorisation for my existing ISA manager

#### Name and address of existing ISA manager

Company name

ISA reference number

Company address (including postcode)

Postcode

#### ISA(s) to be transferred

I wish to transfer 100% of my ISA holdings\*

\*Including current year subscriptions.

OR

I wish to transfer PART of my ISA holdings (please indicate years/percentages/amounts/funds)

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3. I understand that my existing ISA(s) will be liquidated prior to the transfer taking place.

Signature

Print name

Date

### Form of authorisation for my existing ISA manager

#### Name and address of existing ISA manager

Company name

ISA reference number

Company address (including postcode)

Postcode

#### ISA(s) to be transferred

I wish to transfer 100% of my ISA holdings\*

\*Including current year subscriptions.

OR

I wish to transfer PART of my ISA holdings (please indicate years/percentages/amounts/funds)

1. I hereby authorise you to transfer forthwith the proceeds of the above ISA(s) to **BMO Fund Management Limited**.
2. I hereby authorise you to provide BMO Fund Management Limited with all such relevant information relating to my ISA(s) as it may require.
3. I understand that my existing ISA(s) will be liquidated prior to the transfer taking place.

Signature

Print name

Date

**Part 6**

**For Financial Adviser Use only –**  
*this section must be completed in full. The form may be rejected if the fields have not been filled in.*

Company name

Company address including postcode

<input type="text"/>
<input type="text"/>
Postcode

Agent code\*

FCA number

\*This number can be located on your commission statement.

Name of Network or Service Provider you are affiliated with (if relevant)

Please tick to confirm that certified proof of the client identity and permanent residential address is enclosed

This transaction is subject to the current Terms of Business for Independent Intermediaries available within the Literature Library at [www.bmogam.com/adviser](http://www.bmogam.com/adviser).

If you are interested in the Fund(s) and contact us about them, or already hold shares or units in a Fund, we are likely to process personal information about you. As such, and in accordance with our obligations under data protection law, BMO Fund Management Limited's privacy notice provides details about our processing of your personal information. The most up to date version of the Privacy Notice is available online at [www.bmogam.com/corporate/privacy](http://www.bmogam.com/corporate/privacy).

Our Privacy Notice provides you with important information about how, when, and why we collect and process your personal information. The Privacy Notice also provides you with information regarding your rights in relation to the personal information which we process about you and our responsibilities in that regard.

As ISA manager, when we process your personal information, it is being processed:

1. to comply with our legal obligations, such as our financial regulatory obligations (which include the obligation to record calls and monitor trades), identity verification and anti-money-laundering obligations amongst others specified in our Privacy Notice;
2. where it is necessary for us to provide our services to you, which includes, for example undertaking transactions in relation to your investments, communicating with you about your investments and any changes to them or their performance amongst others specified in our Privacy Notice;
3. where it is necessary for our legitimate interests (so long as those legitimate interests are not overridden by your interests or fundamental rights). Those legitimate interests include monitoring calls for training, quality and security purposes, testing our products and services to ensure that they are performing to their best potential (and therefore your financial benefit), contacting you about updates to our Privacy Policy and other document amendments, appointing third party contractors to assist us carry our services amongst others specified in our Privacy Notice;
4. where it is necessary for the performance of a task which is in the public interest, such as assisting with regulatory and/or other law enforcement investigations, as well as for our ability to have appropriate conversations and dialogue with regulators in relation to our business practices; and/or
5. where you have given your consent, such as when you have agreed to receive marketing communications from us, or where you have consented or instructed us to provide information to a third party (such as your financial advisor), or where you have volunteered personal information to us during correspondence amongst others specified in our Privacy Notice.

We can confirm that when you provide personal information to us, it will be shared with other third parties and further information is provided about this in the Privacy Notice. We can also advise you that your personal information will be sent outside of the European Economic Area and our Privacy Notice gives you guidance on how to obtain further information about these transfers, if you would like to know more about them.

As you may be aware, when we process personal information about you, you have certain rights in relation to your personal information and we are under various obligations in relation to the same. Included within the Privacy Notice is information about your rights, and how you can contact us about exercising them.

The above is a summary of the key aspects of how we process your personal information, and important aspects of our Privacy Notice which we consider that you may be most interested in. There is a lot more information and detail on each of the above topics, and other information about how we process your personal information which is contained within our Privacy Notice. We recommend that you take time to read our Privacy Notice, or use it as your first port of call in the event you have a question about our processing of your personal information. Of course, if you have any questions, you can also contact us directly using the below information.

**[www.bmogam.com/corporate/privacy](http://www.bmogam.com/corporate/privacy)**

Please contact us if you have any questions about our privacy notice or information we hold about you.

**Our Data Protection Officer** is: Barry Gibbon and he can be contacted by the following means:

**Email:** [Privacy.UK-EU@bmo.com](mailto:Privacy.UK-EU@bmo.com)

**Write:** BMO Financial Group  
Office of the Data Protection Officer  
95 Queen Victoria Street  
London, EC4V 4HG  
United Kingdom

