BMO General Investment Account
Top-up form

Please use this form to add to an existing investment. If you have any queries email investor.enquiries@bmogam.com or call 0345 600 3030. To open a new account, you should download a full application pack from bmoinvestments.co.uk.

You can:

- Add a lump sum
- Start a new Direct Debit, or change the amount you invest in an existing one

Please note, standard dealing charges and limits apply:

Dealing charge – £12 per holding for postal instructions and £8 per holding for online instructions. These charges do not apply to the reinvestment of dividends or monthly Direct Debits. Government stamp duty of 0.50% also applies on purchase of UK shares only.

Minimum top-up – £250 per holding

Minimum Direct Debit – £50 per holding

If you are topping-up an account held in someone else's name, please complete both your and their details on this form.

Please ensure that you have read the latest Key Information Documents (KIDs) for your preferred investment(s), and the pre-sales costs disclosures for your savings plan and selected investment(s). These documents can be found at bmogam.com/literature. Paper copies can be provided on request.

All personal information submitted with this application form will be treated in accordance with BMO Asset Management Limited's Privacy Notice which is available at: **bmogam.com/privacy.**

Please complete this form in block capitals and black ink.

Please return the form to:

BMO Asset Management Limited
PO Box 11114
Chelmsford
CM99 2DG

Cheques for lump sums should be made payable to BMO Asset Management Limited.

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10/18

Part 1 Personal details of account holders

Please ensure you supply all information requested below. Without the full information your account may be restricted - all fields marked with an * are required. If we do not hold the date of birth, National Insurance number or Nationality for any other account holders on this account this top up will be rejected until we receive this information.

Account number

If shares are jointly held we will need to be supplied with the details for all named account holders.

Account holder

Title (Mr/Mrs/Miss/Ms/Other)* First name(s) in full* Surname*

National Insurance number* Date of birth* Nationality*

Permanent residential address (including postcode)*

Postcode

Country

Telephone

Email address

Providing your telephone number will help us contact you quickly if there are any queries with this form.

Part 1 Personal details of account holders (continued)

Providing your telephone number will help us contact you quickly if there are any queries with this form.

Data Protection
All personal information submitted with this application form will be treated in accordance with BMO Asset Management Limited's Privacy Notice which is available at: **bmogam.com/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. For full details of how we use your personal information, please visit **bmogam.com/privacy**.

Part 2 Personal details – donor only

Please ensure you supply all information requested below – all fields marked with an * are required.
You only need to complete this section if you are not a named account holder.

Title (Mr/Mrs/Miss/Ms/Other)* First name(s) in full* Surname*

Permanent residential address (including postcode)*

Postcode

Country Date of birth* National Insurance number*

Telephone Email address Nationality*

Providing your telephone number will help us contact you quickly if there are any queries with this form.

Relationship of donor to account holder

Account number (if existing account holder)

In order to comply with UK money laundering legislation, we are required to verify the identities of any persons that make contributions where applicable. If you have not previously made contributions to this account, we will attempt to do this electronically. If the electronic check is unsuccessful we will need to return the payment together with a request for documentary evidence of identity.

Data Protection
All personal information submitted with this application form will be treated in accordance with BMO Asset Management Limited's Privacy Notice which is available at: **bmogam.com/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. For full details of how we use your personal information, please visit **bmogam.com/privacy**.

Part 3 Investment details

Please complete the amount that you would like to invest.

I'm paying a lump sum ☐ **Tick here.** Please enter the amount you would like to pay in the relevant box(es) in **Column A**.

I'm changing my direct debit amount ☐ **Tick here.** Please enter the **NEW TOTAL AMOUNT** you wish to save each month in the relevant box(es) in **Column B**. We will change your direct debit to the new amount – you do not need to complete a direct debit instruction.

I'm setting up a new direct debit ☐ **Tick here.** Please enter the amount you wish to save each month in the relevant box(es) in **Column B**. You will need to complete the direct debit instruction overleaf in Part 4 and provide proof of your bank/building society details with this form. We can accept a pre-printed pay-in slip or a cancelled cheque.

Trust name	SEDOL Code (for office use only)	Column A Top-up amount (min £250 per trust)	Column B Monthly savings (min £50 per trust)
European Assets Trust (ordinary shares)	BD0BSY3	£	£
BMO Capital and Income Investment Trust (ordinary shares)	0346328	£	£
F&C Commercial Property Trust (ordinary shares)	B4ZPCJ0	£	£
BMO Global Smaller Companies (ordinary shares)	0017505	£	£
BMO Managed Portfolio Trust (growth shares)	B2PP252	£	£
BMO Managed Portfolio Trust (income shares)	B2PP3J3	£	£
BMO Private Equity Trust (ordinary shares)	3073827	£	£
F&C Investment Trust (ordinary shares)	0346607	£	£
BMO UK High Income Trust (ordinary shares)	B1N4G29	£	£
BMO UK High Income Trust (B shares)	B1N4H59	£	£
BMO UK High Income Trust (units)	B1N4H93	£	£
F&C UK Real Estate Investments Limited (ordinary shares)	B012T52	£	£
TR Property Trust (ordinary shares)	0906409	£	£
ICG Enterprise Trust (ordinary shares)*	0329200	£	£
UIL Limited ORD 10P (DI)*	BZ4BVN3	£	£
	Total amount	£	£

*Top ups can be made by existing investors in these trusts only

- All cheques for lump sum payments should be made payable to 'BMO Asset Management Limited.' If the cheque has not been drawn from a personal chequebook (i.e. a bank or building society draft) please ensure that your bank/building society have endorsed the reverse.

Part 4 Declaration and signature

I understand these instructions will be processed in accordance with the Terms & Conditions of the BMO General Investment Account.

I understand that this payment belongs to the account holder and I have no future claim over the investment. I understand that routine correspondence regarding this plan will be sent to the account holder and only the account holder(s) can make changes to the account. I cannot receive information regarding this investment without the written authority of the account holder.

I confirm that I have read the latest Key Information Documents (KID) for the selected investment trust(s).
I confirm that I have read and understood the pre-sales cost disclosure(s) for the selected investment trust(s) and savings plan.

Signature of account holder

Date

Signature of person making contribution

Date

BMO®

DIRECT Debit

Please fill in the whole form using a ball point pen and send it to:

BMO Asset Management Limited
PO Box 11114
Chelmsford
CM99 2DG

Service user number

2 7 8 6 0 1

Name(s) of account holder(s)

Reference number (for office use only)

Please pay BMO Asset Management Limited Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee.

I understand that this instruction may remain with BMO Asset Management Limited and, if so, details will be passed electronically to my bank/building society.

Bank/building society account number

Branch sort code

Name and full postal address of your bank or building society

To the Manager bank/building society

Address

Postcode

Signature(s)

Date

Banks and building societies may not accept Direct Debit instructions for some types of account.

To be detached and retained by the payer

The Direct Debit Guarantee

DIRECT Debit

- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits
- If there are any changes to the amount, date or frequency of your Direct Debit BMO Asset Management Limited will notify you 5 working days in advance of your account being debited or as otherwise agreed. If you request BMO Asset Management Limited to collect a payment, confirmation of the amount and date will be given to you at the time of the request.
- If an error is made in the payment of your Direct Debit, by BMO Asset Management Limited or your bank or building society, you are entitled to a full and immediate refund of the amount paid from your bank or building society.
  – If you receive a refund you are not entitled to, you must pay it back when BMO Asset Management Limited asks you to.
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.

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 Asset 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 **bmogam.com/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.

bmogam.com/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

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