

# BMO General Investment Account

# BMO Junior Investment Account

Please use this form if you would like to transfer the ownership of shares held in your name in your BMO General Investment Account or BMO Junior Investment Account into another person's name.

Please ensure the current owner completes Parts 1, 2 and 3 and the new owner completes Parts 4 to 13.

There may be a pro-rata annual management charge deducted before we can transfer ownership. This will be deducted firstly from any uninvested cash, but we may also need to sell shares to meet this - this will not be taken from any direct debit the current owner has in place to settle the standard annual management fee.

Please email our Investor Services Team at [investor.enquiries@bmogam.com](mailto:investor.enquiries@bmogam.com) or call 0345 600 3030 if you have any queries.

**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**

20DLU/1  
04/20

## Part 1 Plan type

Do not use this form if you require share certificates in the names of the transferees.

Please tick the type of Plan that you are transferring shares from (tick one box).

BMO General Investment Account	<input type="checkbox"/>	Designation (if applicable)	<input type="text"/>
BMO Junior Investment Account	<input type="checkbox"/>	Designation (if applicable)	<input type="text"/>

Account number

## Part 2 Current owner (transferor) details

**Please ensure you supply all information requested below. Without the full information your account may be restricted - all fields are required.**

Full name of first transferor:

Nationality	Date of birth	National Insurance number
<input type="text"/>	<input type="text"/>	<input type="text"/>

Full name of second transferor (if joint):

Nationality	Date of birth	National Insurance number
<input type="text"/>	<input type="text"/>	<input type="text"/>

Full name of third transferor (if joint):

Nationality	Date of birth	National Insurance number
<input type="text"/>	<input type="text"/>	<input type="text"/>

Full name of fourth transferor (if joint):

Nationality	Date of birth	National Insurance number
<input type="text"/>	<input type="text"/>	<input type="text"/>

## Part 2 Current owner (transferor) details (Continued)

I/We hereby transfer the shares detailed in Part 3 to the person(s) named in Part 6.

I/We request that such entries be made in the account as are necessary to give effect to this transfer. I understand that the transfer of shares from my/our name(s) into the name(s) of one or more persons may be a disposal for capital gains tax purposes and may have inheritance tax implications.

Signature (first transferor):

Date

Signature (second transferor, if required):

Date

Signature (third transferor, if required):

Date

Signature (fourth transferor, if required):

Date

## Part 3 Details of shares to be transferred - to be completed by the current owner(s)

Trust name	SEDOL Code (for office use only)	Number of shares to be transferred	OR	Tick here to transfer full holdings
European Assets Trust (ordinary shares)	BHJVQ59	<input type="text"/>		<input type="checkbox"/>
BMO Capital and Income Investment Trust (ordinary shares)	0346328	<input type="text"/>		<input type="checkbox"/>
BMO Commercial Property Trust (ordinary shares)	B4ZPCJ0	<input type="text"/>		<input type="checkbox"/>
BMO Global Smaller Companies (ordinary shares)	0017505	<input type="text"/>		<input type="checkbox"/>
BMO Managed Portfolio Trust (growth shares)	B2PP252	<input type="text"/>		<input type="checkbox"/>
BMO Managed Portfolio Trust (income shares)	B2PP3J3	<input type="text"/>		<input type="checkbox"/>
BMO Private Equity Trust (ordinary shares)	3073827	<input type="text"/>		<input type="checkbox"/>
F&C Investment Trust (ordinary shares)	0346607	<input type="text"/>		<input type="checkbox"/>
BMO UK High Income Trust (ordinary shares)	B1N4G29	<input type="text"/>		<input type="checkbox"/>
BMO UK High Income Trust (B shares)	B1N4H59	<input type="text"/>		<input type="checkbox"/>
BMO UK High Income Trust (units)	B1N4H93	<input type="text"/>		<input type="checkbox"/>
BMO Real Estate Investments Limited (ordinary shares)	B012T52	<input type="text"/>		<input type="checkbox"/>
TR Property Trust (ordinary shares)	0906409	<input type="text"/>		<input type="checkbox"/>

- If you are transferring all your holdings, any existing direct debits will stop.

Total amount

## Part 4 Details of cash to be transferred

Small amounts of cash will typically be reinvested in the same fund(s) on the next dealing date once the transfer of ownership is complete. For other cash amounts (e.g. dividend cash accrued on a deceased account), please indicate what should happen to the cash:

- Cash to be reinvested in same fund(s)
- Cash to be paid to the new owners(s)\*

\*Please note cash to be paid to the new owner will be in the form of a cheque unless we receive suitable bank verification to support payment by BACS.

## Part 5 Plan type

If the shares that are being transferred are going into a new account please indicate the type of account below and insert the new designation if applicable.

BMO General Investment Account  New Designation

BMO Junior Investment Account  New Designation

## Part 6 New owner (transferee) details

This section is to be completed by the new owner of the shares (transferee).

If you would like the shares to be transferred to an existing account with us, please give your account number

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**If you do not have an existing account, this form will be treated as an application form. Please ensure you supply all information requested below. Without the full information your account may be restricted - all fields marked with an \* are required.**

Title (Mr/Mrs/Miss/Ms/Other)\*

First name(s) in full\*

Surname\*

Permanent residential address\*


Postcode\*

Nationality\*

National Insurance No.\*

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Date of birth\*

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Email address

Telephone

## Part 6b New owner (transferee) details - joint holder(s)

- If there are more than two transferees, please complete a 'GIA/JIA multi-applicant' form which you can download from our website or request from our Investor Services team.
- All transferees must provide full personal details and sign the Declaration in Part 10.
- We will send all correspondence to the address of the first/only transferee.

Title (Mr/Mrs/Miss/Ms/Other)\*

First name(s) in full\*

Surname\*

Permanent residential address\*


Postcode\*

Nationality\*

National Insurance No.\*

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Date of birth\*

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Email address

Telephone

### Data protection

All personal information submitted with this application form will be treated in accordance with BMO Asset Management Limited's Privacy Policy, which is available at: [bmoinvestments.co.uk/privacy-policy](https://bmoinvestments.co.uk/privacy-policy). This privacy policy includes full details about the type of information we collect, what we use this information for, and your related rights.

In addition, the Key Features and Terms & Conditions document for the selected account contains a summary of the key information about how we process your personal information. Should you have any questions regarding how we process your personal information key contact information can be found both in the Privacy Policy and the Terms & Conditions document.

### 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).

## Part 7 Additional contributions

If the new owners would like to add additional contributions to this account now, please complete this part. If there is a direct debit currently set up on the account to be transferred, this will automatically be cancelled. This means that if the current owner(s) want to continue to pay by direct debit, they will need to complete this part and part 2. They will also need to complete a Third Party Donor form, available from our website at [bmoinvestments.co.uk](http://bmoinvestments.co.uk) or by calling us on 0345 600 3030.

Cheques for lump sum investments should be made payable to 'BMO Asset Management Limited'. For monthly savings, by Direct Debit, please enter the **total** amount you wish to invest monthly. Please also complete the Direct Debit instruction (Part 12) if you are setting up a new Direct Debit and provide proof of the bank details when returning this application. We can accept a pre-printed pay-in slip or a cancelled cheque.

Trust name	SEDOL Code (for office use only)	Lump sum	Monthly savings
European Assets Trust (ordinary shares)	BHJVQ59	£	£
BMO Capital and Income Investment Trust (ordinary shares)	0346328	£	£
BMO 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	£	£
BMO Real Estate Investments Limited (ordinary shares)	B012T52	£	£
TR Property Trust (ordinary shares)	0906409	£	£
	Total amount	£	£

- For the BMO Junior Investment Account the minimum monthly payment is £25 and the minimum lump sum is £100.
- For the BMO General Investment Account the minimum monthly payment is £50 and the minimum lump sum is £250.

## Part 8 Dividend options

Please note that if you are adding to an existing account and you complete this Part, any existing instructions will be overridden.

Dividends will be automatically reinvested to buy more shares. If you would prefer dividends to be paid out to your bank/building society, please complete your details below, bank verification is required. We can accept a pre-print pay-in slip or a cancelled cheque. If there is any accrued cash on the account being transferred, please provide your instructions regarding this in part 4.

Sort Code    Account Number

Roll Number (if applicable)

Name of account holder

Name of bank or building society

Address  
  
 Postcode

Telephone number

## Part 9 Annual management charge

The annual management charge of £25+VAT (JIA)/ £40+VAT (GIA) is applied in two equal instalments in April and October each year and collected shortly thereafter. If you would like to pay this charge by Direct Debit please tick the box below and complete the Direct Debit Form in Part 2.

I would like to pay my management charge by Direct Debit. (please complete part 2)

If you do not select this option or Part 2 is not completed your annual management charge will be paid out of any available cash on your account. If there is insufficient cash in the plan the outstanding management charge will be settled by the sale of shares.

## Part 10 Individual Self-Certification/Declaration (to be completed by all new owner's named in Part 6)

### Tax residency

Tax regulations<sup>1</sup> require us to collect information about each investor's tax residency<sup>2</sup>. In certain circumstances (including if we do not receive a valid self-certification from you) we will be obliged to share information about your account(s) with Her Majesty's Revenue & Customs (HMRC) who may in turn share this information with any or all participating tax jurisdictions<sup>3</sup>.

Please indicate all countries in which you are resident for tax purposes and your associated Tax Identification Number(s) in the table below. If you have any questions about your tax residency<sup>2</sup>, please contact your tax adviser.

Name	Country/Countries of Tax Residency	Tax Identification Number <sup>4</sup>

<sup>1</sup> The term "tax regulations" refers to the International Tax Compliance Regulations 2015 which implements the Foreign Account Tax Compliance Act (FATCA) and the OECD Common Reporting Standard for Automatic Exchange of Financial Account Information (CRS).

<sup>2</sup> In general, you are tax resident where you are liable to taxes, based on where you live and work permanently although different jurisdictions have different rules in relation to tax residency. If in doubt, please contact your tax adviser.

<sup>3</sup> Those countries that have agreed to exchange information under FATCA and the CRS<sup>1</sup>.

<sup>4</sup> If you are a UK Tax resident and not a tax resident anywhere else and also not a US citizen, you are not required to provide details of your 'Tax Identification Number' or 'Date of Birth', or if you are not resident in a jurisdiction that is reportable under CRS or FATCA and also not a US citizen, you are not required to provide your 'Tax Identification Number' or 'Date of Birth'.

### Declaration

**I/We declare that** the information on this completed Ownership transfer form is correct to the best of my/our knowledge. **I/We confirm that I/We** have read the Key Features of the BMO General Investment Account/BMO Junior Investment Account. **I/We agree** to be bound by the Terms & Conditions relating to the plan. **I/We understand that** this application is subject to acceptance by BMO. **I/We declare that I/We are not a US Person. I/We agree** to notify BMO Asset Management Limited immediately if any of this information changes in the future. **I/We confirm** that I have read the latest Key Information Documents (KID) for the selected investment trust(s). **I/We confirm** that I have read and understood the Pre-Sales Cost & Charges Disclosure for the selected investment trust(s) and savings plan.

Registered Holder (Applicant 1):
Name (please print in full): _____
Date of birth: _____
Signature: _____
Date _____

Registered Holder (Applicant 2):
Name (please print in full): _____
Date of birth: _____
Signature: _____
Date _____

**Part 11** Beneficial owner details (JIA accounts only)

Beneficial owner	
Title:	Forename:
Surname:	
Date of Birth:	
Nationality:	
Address:	

If there is insufficient space above to list all the relevant individuals please continue on a separate sheet of paper and attach to the form.

## Part 12 Instruction to your bank/building society to pay by Direct Debit

Name(s) of account holder(s)

Service User Number

2	7	8	6	0	1
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Bank/building society account number

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Branch sort code

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Reference (for office use only)

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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.

Name and full postal address of your bank or building society

**To the Manager**, name of bank or building society

Address

Postcode

Signature

Date

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Banks and Building Societies may not accept Direct Debit instructions for some types of account.

## Direct Debit guarantee. To be detached and retained by the payer



- 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.



**BMO Asset Management Limited**

0345 600 3030, 9am - 5pm, weekdays, calls may be recorded or monitored for training and quality purposes.

BMO Asset Management Limited is authorised and regulated by the Financial Conduct Authority and is a member of BMO Global Asset Management EMEA of which the ultimate parent company is the Bank of Montreal. L32\_04/20.