

TL Managed Portfolio ISA and TL Managed Portfolio Savings Plan



Fund switch form

This form should only be used for those holding the type of plan named above. If you hold another type of F&C plan and would like to switch funds within your account please contact us for the correct form.

Please use this form if you would like to:

- Switch your investments by selling shares and using the proceeds to buy other shares within the TL Managed Portfolio ISA/TL Managed Portfolio Savings Plan.

Please use a separate form for each account. You may photocopy this form but signatures must be original on each form.

Please email our Investor Services Team at investor.enquiries@fandc.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:

F&C Management Limited
PO Box 11114
Chelmsford
CM99 2DG

17DDF/1

Part 1 Plan type

Please tick the type of Plan that you are switching within (tick one box).

TL Managed Portfolio ISA

TL Managed Portfolio Savings Plan Designation (if applicable)

Account number

Part 2 Personal details

Please complete the details of the account holder. If shares are jointly held, you only need to write in the details of the first named holder in part 2, but all holders must enter their details and sign in part 4.

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

Surname

Permanent residential address

Telephone

Postcode

Email address

Nationality National Insurance number Date of birth

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

Use of personal information

We are regulated under UK data protection law as data controllers and are responsible for the proper processing of any personal information held in connection with your account. We will process information about you in line with our online privacy policy at www.fandc.com/privacy. This privacy policy also contains full details about the types of information we collect, what we use this information for, and your related rights.

We may use other members of F&C Management Ltd, Bank of Montreal Group, affiliates or third parties to process your information. This may happen outside the UK and the European Economic Area (EEA) where data protection laws may provide less protection than in the UK and the EEA. We detail how we safeguard your personal information when processed in such countries in our privacy policy referenced above.

We would like to provide you with details of financial services and products that we offer which we think you might find interesting. If at any time you would like to opt out of further marketing communications, please let us know by ticking this box or by emailing us at [Hello@fandc.com](mailto>Hello@fandc.com).

Part 3 Switch instructions

Please complete this section if you wish to switch your holding from one investment trust to another trust offered within your account.

Please complete the value of shares you wish to sell from each investment trust in Column 1, or the number of shares you wish to sell in Column 2. If you wish to sell your total holding, please write 'All'.

Please ensure that you have read the latest Key Information Documents (KIDs) for your selected investment(s) before making an investment decision. These documents can be found at fandc.com/literature. Paper copies can be provided on request.

In Column 3, complete the percentage of the total proceeds you would like to invest in each trust. Column 3 should total 100%.

Trust name	SEDOL Code (for office use only)	Column 1 Value of shares to be sold	Column 2 Number of shares to be sold OR	Column 3 % of proceeds to be reinvested
F&C Managed Portfolio Trust (growth shares)	B2PP252	£		%
F&C Managed Portfolio Trust (income shares)	B2PP3J3	£		%
	Total	£		100%

Charges:

- The annual account charge for TL Managed Portfolio ISA and TL Managed Portfolio Savings Plan is 0.7% + VAT.
- The switching charge for the TL Managed Portfolio ISA and TL Managed Portfolio Savings Plan is 0.5%.
- Government stamp duty of 0.5% also applies to the purchase of shares using the switch proceeds.

Part 4 Declaration and signature(s) of all account holders

I/We declare and accept that this instruction is made on the basis of, and subject to, the current Terms & Conditions of the F&C Legacy Plans.

I/We understand that switching shares within the F&C TL Managed Portfolio Savings Plan (ie outside of an ISA) could give rise to a liability to pay capital gains tax.

I/We confirm I/we have read the latest Key Information Documents (KID) for the selected investment trust(s).

Please note this form must be signed by all account holders.

First Joint/Only Holder

Date

Joint Holder

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

First name(s) in full

Surname

Permanent residential address

Nationality

National Insurance number

Date of birth

Signature

Date

Joint Holder

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

First name(s) in full

Surname

Permanent residential address

Nationality

National Insurance number

Date of birth

Signature

Date

Joint Holder

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

First name(s) in full

Surname

Permanent residential address

Nationality

National Insurance number


Date of birth

Signature

Date

F&C Management Limited

0345 600 3030, 9.00am - 5.00pm, weekdays, calls may be recorded or monitored for training and quality purposes.

BMO  A part of BMO Financial Group

F&C Management Limited is authorised and regulated by the Financial Conduct Authority and is a member of the F&C Group of which the ultimate parent company is the Bank of Montreal. L113_11/17_CM14437

