

F&C Private Investor Plan

F&C Children's Investment Plan



Ownership transfer form

Please use this form if you would like to transfer the ownership of shares held in your name in your F&C Private Investor Plan or F&C Children's Investment Plan into another person's name.

Please ensure the current owner completes Parts 1, 2 and 3 and the new owner completes Parts 4 to 11.

If you are the new owner and are setting up a new Direct Debit, you should also complete the Direct Debit instruction (Part 11) and provide proof of your bank details when returning this application. We can accept a pre-printed pay-in slip (normally found at the back of your cheque book) or a cancelled cheque.

Please email our Investor Services Team at investor.enquiries@fandc.com or call 0345 600 3030 if you have any queries.

All personal information submitted with this application form will be treated in accordance with F&C Management Limited's Privacy Notice which is available at: www.bmogam.com/corporate/privacy.

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

18DDF/1
05/18 v2

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).

F&C Private Investor Plan	<input type="checkbox"/>	Designation (if applicable)	<input type="text"/>
F&C Children's Investment Plan	<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 5.

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)	BD0BSY3	<input type="text"/>		<input type="checkbox"/>
F&C Capital and Income Investment Trust (ordinary shares)	0346328	<input type="text"/>		<input type="checkbox"/>
F&C Commercial Property Trust (ordinary shares)	B4ZPCJ0	<input type="text"/>		<input type="checkbox"/>
F&C Global Smaller Companies (ordinary shares)	0017505	<input type="text"/>		<input type="checkbox"/>
F&C Managed Portfolio Trust (growth shares)	B2PP252	<input type="text"/>		<input type="checkbox"/>
F&C Managed Portfolio Trust (income shares)	B2PP3J3	<input type="text"/>		<input type="checkbox"/>
F&C Private Equity Trust (ordinary shares)	3073827	<input type="text"/>		<input type="checkbox"/>
Foreign & Colonial Investment Trust (ordinary shares)	0346607	<input type="text"/>		<input type="checkbox"/>
F&C UK High Income Trust (ordinary shares)	B1N4G29	<input type="text"/>		<input type="checkbox"/>
F&C UK High Income Trust (B shares)	B1N4H59	<input type="text"/>		<input type="checkbox"/>
F&C UK High Income Trust (units)	B1N4H93	<input type="text"/>		<input type="checkbox"/>
F&C UK 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"/>
Total amount		<input type="text"/>		

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

Part 4 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.

F&C Private Investor Plan New Designation

F&C Children's Investment Plan New Designation

Part 5 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.

National Insurance No.*

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Date of birth*

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

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First name(s) in full*

--

Surname*

--

Permanent residential address*

Telephone

--

Postcode*

--

Nationality*

--

Email address

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

Retirement Education Income Capital growth Other

Part 5a New owner (transferee) details – joint holder(s)

■ If there are more than two transferees, please complete a 'PIP/CIP 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 9.

■ We will send all correspondence to the address of the first/only transferee.

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

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First name(s) in full*

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Surname*

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Permanent residential address*

Telephone

--

Postcode*

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Nationality*

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Date of birth*

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Email address

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National Insurance number*

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What is your intended use for this account? (If different from the new owner) Are you investing for:

Retirement Education Income Capital growth Other

Part 6 Data Protection

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

Part 7 Additional contributions

If the new owners would like to add additional contributions to this account now, please complete this part.

Cheques for lump sum investments should be made payable to **'F&C 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 11) 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 (normally found at the back of your cheque book) or a cancelled cheque.

Trust name	SEDOL Code (for office use only)	Lump sum	Monthly savings
European Assets Trust (ordinary shares)	BD0BSY3	£	£
F&C Capital and Income Investment Trust (ordinary shares)	0346328	£	£
F&C Commercial Property Trust (ordinary shares)	B4ZPCJ0	£	£
F&C Global Smaller Companies (ordinary shares)	0017505	£	£
F&C Managed Portfolio Trust (growth shares)	B2PP252	£	£
F&C Managed Portfolio Trust (income shares)	B2PP3J3	£	£
F&C Private Equity Trust (ordinary shares)	3073827	£	£
Foreign & Colonial Investment Trust (ordinary shares)	0346607	£	£
F&C UK High Income Trust (ordinary shares)	B1N4G29	£	£
F&C UK High Income Trust (B shares)	B1N4H59	£	£
F&C UK High Income Trust (units)	B1N4H93	£	£
F&C UK Real Estate Investments Limited (ordinary shares)	B012T52	£	£
TR Property Trust (ordinary shares)	0906409	£	£
	Total amount	£	£

- For the F&C Children's Investment Plan the minimum monthly payment is £25 and the minimum lump sum is £100.
- For the F&C Private Investor Plan 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.

Sort Code Account Number

Roll Number (if applicable)

Name of account holder

Name of bank or building society

Address

 Postcode

Telephone number

Part 9 Individual Self-Certification/Declaration (to be completed by all new owner's named in Part 5/Part 5a)

Tax residency

Tax regulations¹ require us to collect information about each investor's tax residency². 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 jurisdictions³.

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 residency², please contact your tax adviser.

Name	Country/Countries of Tax Residency	Tax Identification Number*
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

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 F&C Private Investor Plan/F&C Children's Investment Plan. **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 F&C. **I/We declare that I/We are not a US Person. I/We agree** to notify F&C 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 disclosure(s) for the selected investment trust(s) and savings plan.

Registered Holder (Applicant 1):
Name (please print in full): <input type="text"/>
Date of birth: <input type="text"/>
Signature: <input type="text"/>
Date <input type="text"/>

Registered Holder (Applicant 2):
Name (please print in full): <input type="text"/>
Date of birth: <input type="text"/>
Signature: <input type="text"/>
Date <input type="text"/>

¹ 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). ² 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. ³ Those countries that have agreed to exchange information under FATCA and the CRS¹. * 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'.

Part 10 Beneficial owner details (CIP 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 11 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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Name and full postal address of your bank or building society

To the Manager, name of bank or building society

Address

	Postcode

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

Reference (for office use only)

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Please pay F&C 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 F&C Management Limited and, if so, details will be passed electronically to my bank/building society.

Signature

Date

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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 F&C Management Limited will notify you 5 working days in advance of your account being debited or as otherwise agreed. If you request F&C 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 F&C 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 F&C 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.

GDPR Privacy Notice – Summary statement

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, F&C 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.

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

GDPR Privacy Notice – Summary statement (continued)

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

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

F&C Management Limited

0345 600 3030, 9am - 5pm, 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. L32_05/18_v2_CM15942

