

ST VINCENT ST FUND ADMINISTRATION

SVS CHURCH HOUSE FUNDS APPLICATION FORM – INSTITUTIONAL

PLEASE READ THE ENCLOSED KEY INVESTOR INFORMATION OR SIMPLIFIED PROSPECTUS DOCUMENT PRIOR TO COMPLETING THIS APPLICATION FORM
A COPY OF THE FULL PROSPECTUS IS AVAILABLE FREE OF CHARGE ON REQUEST

REGISTRATION DETAILS

BLOCK CAPITALS

Address	
	Postcode
Contact Name	
Contact Number	

JOINT APPLICANT(S) (if applicable – maximum three)

Name	
Signature	Date
Name	
Signature	Date
Name	
Signature	Date

If the address of the joint applicants is different to that of the first applicant, we must be advised of their address(es) on a separate sheet to be sent with this application form

If you are an existing unit holder please provide your plan number.

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DESIGNATION (Maximum of 15 characters)

Please state the designation in the box below. Unit Trust and OEICS may not be registered in the name of a minor (under 18 years of age) but should be registered in the name of an adult and designated in favour of the minor using the child's initials eg John Brown a/c RB. Investments on behalf of a Trust must be registered in the name(s) of the individual Trustee(s) but an appropriate designation may be used.

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BENEFICIAL OWNER

If the beneficial owner of the investment is different to the named applicant(s) please disclose the full name(s) of individual(s) or organisations that ultimately own or control the investment. There are additional requirements for partnerships, trusts and executors and personal representatives for the estates of deceased persons. Please telephone the Transfer Agency Team on 0141 222 1151 for further details.

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VERIFICATION

Please provide an authorised signatory list for the institution for which the investment will be registered. This must be certified by at least one of the authorised signatories included in that list and accompanied by adequate identification documentation. If you have any queries as to what information to provide for verification purposes, please call the Transfer Agency Team on 0141 222 1151.

CONTINUED OVERLEAF

In order to comply with the Foreign Account Tax Compliance Act (FATCA) regulations please select the appropriate FATCA classification (please only tick one box):

1. A Participating Financial Institution

Please quote your Global Intermediary Identification Number (GIIN)

2. A certified deemed compliant Financial Institution

3. A Non participating Financial Institution

PAYMENT

Please make your cheque payable to **Smith & Williamson Fund Administration Limited** and return it with this application form to **206 St Vincent Street, Glasgow, G2 5SG.**

Or telegraphic transfers can be made to the following account.

Branch: Sort Code 15-10-00 Royal Bank of Scotland – City Office

Account number: 17487062 Account name: Smith & Williamson Fund Administration Limited

INCOME PAYMENTS

Please indicate how you wish to have the income paid:

DIRECT TO BANK/BUILDING SOCIETY – please give payment details

Bank or Building Society

Branch Title

Account Name

Account Number

Sort Code

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RE-INVESTMENT

REDEMPTION PROCEEDS

Please provide bank details for where you wish redemption proceeds to be paid. If details are the same as the above please tick this box:

Bank or Building Society

Branch Title

Account Name

Account Number

Sort Code

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CONTINUED OVERLEAF

DECLARATION AND SIGNATURES

- I/We have read the Key Investor Information Document (KIID) or Simplified Prospectus.
- I/We understand that Smith and Williamson may need to use credit reference/information agencies in order to satisfy Smith and Williamson’s statutory money laundering obligations. These agencies may keep a record of this enquiry.
- I/we understand that where required by the FCA’s client money rules, you will hold money received on my/our behalf in accordance with those rules in a general client bank account, with an approved bank (as defined in the FCA Rules) in the UK. No interest will be payable to me/us in respect of such money.
- I/We confirm that all applicants are at least 18 years of age.

Signature – APPLICANT 1	Date
Signature – APPLICANT 2	Date
Signature – APPLICANT 3	Date
Signature – APPLICANT 4	Date

FINANCIAL ADVISER DETAILS (if applicable) Note that in accordance with FCA rules, commission refers to legacy / non advised / execution only services

Name	
Company	
Address	
Postcode	Telephone No

COMMISSION %

DISCOUNT %

DATA PROTECTION

We shall record any information (including, where appropriate, personal data as defined in the Data Protection Act 1998) which we receive about you and your investments (whether in relation to this fund or any other) in physical and electronic form and will organise and process such information as we think appropriate in connection with the administration of your investments.

We may: (i) disclose your information where under a legal or regulatory obligation to do so; (ii) use your information for marketing, research and statistical analysis purposes; and (iii) disclose your information to third party entities which provide us with administrative support and technological back up services.

We may disclose your information to third party promoters of this fund only (but not to any other third parties) for marketing, research, statistical analysis and administration purposes.

If you would prefer us not to disclose your information to such third parties, please tick this box.

Any person about whom we hold personal data has the right upon payment of a fee to obtain a copy of that personal data.

Complaints

Complaints Procedure

We have in place an internal complaints-handling procedure and in the event of dissatisfaction you should address any complaint, in the first instance, to our Head of Legal at our registered office. A copy of our complaints-handling procedure is available on request.

Financial Ombudsman Service

In the event that we are unable to resolve your complaint to your satisfaction, you may have the right to complain directly to the Financial Ombudsman Service, which is an independent service set up by law to resolve disputes between consumers and financial institutions. If you are an individual acting for purposes outside your trade, business, craft or profession, you may have the right to complain directly to the Financial Ombudsman Service, more information on this scheme is available from us on request. The contact details of the Financial Ombudsman Service are as follows:

The Financial Ombudsman Service
Exchange Tower
London E14 9SR
Tel: 020 7964 1000
Website: www.financial-ombudsman.org.uk

INVESTMENT

Please indicate the amount you wish to invest in the UT/OEIC(s). (Please note the minimum initial investment for each UT/OEIC:

<u>OEIC</u>	<u>AMOUNT TO INVEST</u>	<u>MINIMUM INITIAL INVESTMENT</u>	<u>SHARES TO BUY</u>
Tenax Absolute Return Strategies Fund A Shares Income (GB00BNGY2338)	£ <input type="text"/>	£5,000	<input type="text"/>
Tenax Absolute Return Strategies Fund A Shares Accumulation (GB00B28KSG75)	£ <input type="text"/>	£5,000	<input type="text"/>
Tenax Absolute Return Strategies Fund B Shares Income (GB00BNGY2T93)	£ <input type="text"/>	£100,000	<input type="text"/>
Tenax Absolute Return Strategies Fund B Shares Accumulation (GB00B28KSK12)	£ <input type="text"/>	£100,000	<input type="text"/>
Tenax Absolute Return Strategies Fund C Shares Income (GB00BNBNRD03)	£ <input type="text"/>	£1,000,000	<input type="text"/>
Tenax Absolute Return Strategies Fund C Shares Accumulation (GB00BNBNRF27)	£ <input type="text"/>	£1,000,000	<input type="text"/>
Deep Value Investment Fund A Shares Accumulation (GB00B79XM025)	£ <input type="text"/>	£5,000	<input type="text"/>
Deep Value Investment Fund B Shares Accumulation (GB00BLY2BF03)	£ <input type="text"/>	£100,000	<input type="text"/>

UNIT TRUST

Balanced Equity Income Fund A Units Income (GB0031336026)	£	£5,000	
Balanced Equity Income Fund A Units Accumulation (GB00B11DQ393)	£	£5,000	
Balanced Equity Income Fund B Units Income (GB00BNBNRB88)	£	£100,000	
Balanced Equity Income Fund B Units Accumulation (GB00BNBNRC95)	£	£100,000	
Investment Grade Fixed Interest Fund Income Units (GB0004743828)	£	£5,000	
Investment Grade Fixed Interest Fund Accumulation Units (GB00B11DPK96)	£	£5,000	
UK Managed Growth Fund A Units Income (GB0009199240)	£	£5,000	
UK Managed Growth Fund A Units Accumulation (GB00B11DPN28)	£	£5,000	
UK Managed Growth Fund B Units Income (GB00BNBNR855)	£	£100,000	
UK Managed Growth Fund B Units Accumulation (GB00BNBNR962)	£	£100,000	
Esk Global Equity Fund A Units Income (GB0005068324)	£	£50,000	
Esk Global Equity Fund B Units Income (GB00BNBNRG34)	£	£100,000	
Esk Global Equity Fund B Units Accumulation (GB00BNBNRH41)	£	£100,000	

St Vincent St Fund Administration is a trading name of Smith & Williamson Fund Administration Limited

**Registered in England at 25 Moorgate, London EC2R 6AY No 1934644
Authorised and regulated by the Financial Conduct Authority**