

Investment Funds

Regular Contribution Amendment Application

SELF-DIRECTED

Explicit Pricing

The disclosure documentation applicable to this transaction is

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This form is to be used for Self-directed clients only, on Explicit Pricing.

Please complete this application form using black ink in BLOCK CAPITALS and return to: Cofunds Limited, PO Box 1103, Chelmsford CM99 2XY

1 Intermediary Details (For intermediary use only)

You will require a Cofunds Authorisation Code before being able to transact business. If you do not include this we will not be able to process this application.

Please note: our system will be updated to link the client to this Intermediary Authorisation Code.

Cofunds Intermediary Authorisation Code

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Intermediary's Client/Deal Ref.

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If you need to keep a record of the Confirmation of Verification of Identity of your client, there is a standalone form available on the Cofunds website.

2 Personal/Company Details (Please complete this section in full)

Personal/Company Investor(s) primary holder. *Please see Section 5 to add additional holders.*

Existing Cofunds Client Reference

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I have not received advice from a financial adviser in relation to this investment.

Mr/Mrs/Ms/Miss/Other
Surname
Full first name(s)
or company name

Male Female Date of Birth

	/		/											
D		D		M		M		Y		Y		Y		Y

For corporate investors please ensure you have completed all the signatory requirements in Section 11.

Current permanent residential address <small>(if registering in the name of a company, please provide the company address here)</small>
Postcode

Time at this address

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 yrs

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 mths

If at current address for less than two years, please supply previous address and time there
Postcode

Time at this address

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 yrs

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 mths

If more than one previous address in the last two years, please provide full details including the time at each address on a separate sheet of paper and staple securely to this application form.

3 Segmentation (For intermediary use only)

Only complete this section if the client is not currently segmented or if you wish to change their segment. All clients trading through Cofunds must be assigned to a segment.

Please note: we will only update the segment of the primary holder. If you wish to update the segments of any other holders you may do so online by visiting the 'Client Servicing' section of the Cofunds website.

Please enter the FULL name of the segment as known by Cofunds using BLOCK CAPITALS

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We will update your client's segment to the one entered above. Please note: if you change your client's segment this may alter the charge model your client is assigned to.

If the chosen segment has a Fund Sale Instruction applied your client must be made aware of this. Should you wish to take a charge, please ensure that the applicable charge model is assigned to the segment entered. Please note: the client will only be assigned to the charge model where it is set as mandatory for the chosen segment.

4 Designations (You can designate an account here using a maximum of eight alphanumeric characters)

This section is optional.

If you wish to specify a unique designation for this account, please ensure that the designation reference does not make a meaningful word. Only the named applicants of this investment will be recognised as beneficial owners. If this section is not completed we will not designate this account. If you are funding this investment from a Cofunds Cash Account please ensure this designation is identical to that of the cash account.

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5 Joint Holders (All joint holders MUST complete this section)

Please include the full name of each holder. All correspondence will be sent to the primary holder. Joint holders must have the same investment service as the primary holder.

Second named holder

Mr/Mrs/Ms/Miss/Other
Surname
Full first name(s)

Third named holder

Mr/Mrs/Ms/Miss/Other
Surname
Full first name(s)

6 Funding Your Investment

I will be funding my investment by:

Monthly Direct Debit (please ensure you complete the Investment by Direct Debit instruction on page 4).

Please note: if you have previously set up a Direct Debit instruction but it is no longer collected, you'll need to provide us with a new instruction.

7 Nominated Bank Account

Complete this section if you have not provided us with your nominated bank account details.

Please note: you will need to verify this bank account before it can be used in conjunction with your Cofunds account. If you are paying by cheque then no action is required. For all other funding options you can send a void signed cheque or a bank statement issued within the last three months with this application.

If you are an existing customer, only complete this section if you would like to change your nominated bank account details. Any change to your nominated bank account will not be applied to your regular monthly investments.

You can only have one nominated bank account at any given time.

Name of account holder
Bank or Building Society name and address
Postcode

Branch Sort Code

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Bank/Building Society Account Number

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Building Society Roll Number

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8 Investment Selection

Minimum investment £1,000 per fund (lump sum) or £100 per month per fund (monthly savings). For further details about the available funds, please refer to the Key Investment Information Documents (KIID) and/or Fund Key Features Document. A copy of the KIID can be found via the following link: https://www.cofunds.co.uk/Investors/Reports_and_Accounts/Investors.aspx

Please ensure the funds are available through Cofunds. You can only choose commission-free share class funds. If you do not indicate the share class, we'll select the commission-free share class fund, where available.

Please note: if your intermediary has agreed exclusive share classes with a Fund Manager for your selected funds, we'll always invest in that exclusive share class and not the share class you've selected below.

Please confirm the type of amendment you want to make by ticking one of the following boxes (if you do not tick one of these boxes this will replace all existing regular contributions into your investment fund).

This is in addition to the regular contributions currently being invested into my investment fund

OR

This is a replacement of the regular contributions currently being invested into my investment fund

Fund manager, fund name and share class

Fund manager, fund name and share class	Type of unit/share (delete as appropriate)*	New monthly saving £100 per fund (minimum)**
(example) World Equity A Fund	N/A	£
	ACC/INC	£
	ACC/INC	£
	ACC/INC	£
	ACC/INC	£
	ACC/INC	£
	ACC/INC	£
	ACC/INC	£

TOTAL INVESTMENT AMOUNT

£

*ACC/INC

If you do not specify ACC or INC in this column, and do not complete Section 9, Cofunds will invest into accumulation units/shares where available.

**New monthly saving

For monthly savings we will automatically collect on or just after the 25th day of each month. For applications received up until the last day in any month, the first Direct Debit collection will be made on or just after the 25th day of the following month or alternatively please select one of the two following options:

Start as soon as possible

Please specify the date you want your first collection to be taken 2 / 5 /

9 Income

Complete this section if you have requested income units/shares ('INC'). The option you choose will be applied to all income units/shares you hold within this product.

If you have selected the option to 'Retain in fund' this will only be applied to the commission-free share class funds you hold, any commission-included share class funds you hold will continue to pay income in accordance with your previous instruction.

Please note: if you are taking regular withdrawals from your cash account you may only select the 'Cofunds Cash Account' or 'Retain in fund' options.

Consolidated monthly income
Income generated from your investment funds will be consolidated into your cash account and paid to your nominated bank account on a monthly basis.

Cofunds Cash Account
Income generated will be paid into your cash account to be held on platform for withdrawals or future investment.

Retain in fund
Income generated from this investment will be retained in the fund.

If you do not already hold income units/shares within this product and you do not tick one of these boxes we will select the 'Retain in fund' option by default. If you already hold income units/shares within this product and you do not tick one of these boxes we will apply your existing income option to all funds within this product.

10 Service and Subscription Charge (For intermediary use only)

This section is used to agree a Service and/or Subscription Charge allowing payments to be made to you, the intermediary. Please ensure the charge model applies to the segment the client is being assigned to.

10A. SERVICE CHARGE

Service Charge model name	Annual Service Charge* %	VAT** <input type="checkbox"/> Yes <input type="checkbox"/> No
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*If you have a tiered Service Charge you should enter the highest priced tier.

10B. SUBSCRIPTION CHARGE

Subscription Charge model name	Subscription Charge £	VAT** <input type="checkbox"/> Yes <input type="checkbox"/> No
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Frequency: Monthly Quarterly Bi-annually Annually

**Cofunds will use the VAT rate that is in place at the end of the month for which the calculation is being performed.

11 Declaration and Authorisation

I confirm that:

I have viewed the Terms and Conditions of the Cofunds Platform (Self-directed Explicit Pricing) and by submitting this application form I agree to be bound by that Agreement.

I have viewed the relevant product Key Features and Fund specific information and/or Key Investor Information Documents (KIID) relating to my investment.

A copy of the KIID can be found via the following link:

https://www.cofunds.co.uk/Investors/Reports_and_Accounts_Investors.aspx

I understand that the Terms and Conditions of the Cofunds Platform (Self-directed Explicit Pricing) are the standard terms upon which Cofunds intends to rely, and it is important that I read and understand the terms before agreeing to be bound by them. If there is any term or point I do not understand or do not wish to be bound by, I understand that I can request further information before signing this application.

I understand that there are fees (the Cofunds Platform Charges) for the use of Cofunds services. I authorise Cofunds to collect these fees from my Cofunds Cash Account. If there is insufficient money in my account, I authorise Cofunds to sell enough of my platform assets to pay these fees in accordance with the 'Our Charges' section of the Terms and Conditions of the Cofunds Platform (Self-directed Explicit Pricing).

I understand that the Terms and Conditions of the Cofunds Platform (Self-directed Explicit Pricing) are the standard terms upon which Cofunds intends to rely, and it is important that I read and understand the terms before agreeing to be bound by them. If there is any term or point I do not understand or do not wish to be bound by, I understand that I can request further information before signing this application.

I understand that my signed application form (once accepted by Cofunds) together with the Terms and Conditions of the Cofunds Platform (Self-directed Explicit Pricing) form my customer agreement with Cofunds Limited.

I understand that instructions may be delayed or rejected if this application form is not complete in all respects.

You may undertake a search with a reference agency for the purposes of verifying my identity. To do so, the reference agency may check the details I supply against any particulars on any database (public or otherwise) to which they have access. They may also use my details in the future to assist other companies for verification purposes. A record of the search will be retained as an identity search.


I declare that the information contained in this application form is correct to the best of my knowledge and belief.

I am aged 18 or over.

I understand and accept that if the fund(s) selected in this form are not available to my intermediary, Cofunds will automatically select a comparable fund available to my intermediary when processing my application. I understand and accept that I am entitled to cancel my application in accordance with the product Key Features applicable to the product I am investing in and that if I chose to cancel my application, my investment shall be subject to market movement during the period from the date when my application is processed to the date my investment is sold.

Please note that all holders must sign and date this application.

Where there are two signatories for a corporate investor, please delete reference to primary and second holder.

Primary holder signature 	Date
Capacity (if applicable)	
Second holder signature	Date
Capacity (if applicable)	

Fund Sale Instruction

If a Fund Sale Instruction applies to the segment linked to my investment, I accept and agree that funds will be sold to settle any outstanding fees and charges which have accrued prior to this date and all fees and charges payable hereafter.

Data Protection

Cofunds Limited will use your information for the administration and servicing of your investments and all other related activities. We may disclose your information to our agents and service providers for these purposes. We may also disclose your information to organisations for compliance with legal and regulatory requirements.

With the exception of the above provisions, we will not pass on your details to any other third party without your permission, but we will disclose information concerning your investment to your nominated intermediary.

Cofunds may transfer your information to countries outside the EEA for the servicing of your investments. In such cases, contracts will be put in place to ensure that the service providers protect your information in accordance with the requirements of the Data Protection Act.

If you require a Fund prospectus, please contact your intermediary or Fund Manager directly.

Service and Subscription Charge

I confirm that I have received my Fees and Charges Schedule and understand which fees and charges are applicable to my investment. I hereby instruct Cofunds to pay my intermediary the Service Charge and/or Subscription Charge specified in Section 10 of this form and in my Fees and Charges Schedule from my relevant payment account.

Cofunds will accept authority from the primary holder only, in most circumstances. For trusts and Powers of Attorney more than one signature may be required.

If I have an active Sale for Regular Payment mandate or the segment linked to my investment applies to a Fund Sale Instruction (as described in my Fees and Charges Schedule) and there is insufficient money within the relevant payment account, I authorise Cofunds to sell enough of my platform assets to pay the Service Charge and/or Subscription Charge in accordance with the relevant Terms and Conditions of the Cofunds Platform or Customer Agreement applicable to my investments/assets.

Third holder signature	Date
Capacity (if applicable)	

Please note: this form will be returned if it's not signed and dated.

If you are completing this as a company you must include a copy of the Articles of Association.



Instruction to your Bank or Building Society to pay Direct Debits



Please fill in the whole form and send it to:
Cofunds Limited, PO Box 1103, Chelmsford CM99 2XY.

Name and full postal address of your Bank or Building Society

To the Manager	Bank or Building Society
Address	
Postcode	

Name(s) of Account Holder(s)

Bank/Building Society Account Number

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Branch Sort Code

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Banks and Building societies may not accept Direct Debit instructions from some types of account.

Service User No.

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Reference Number

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For Cofunds LTD official use only

This is not part of the instruction to your Bank or Building Society.

Instruction to your Bank or Building Society

Please pay Cofunds 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 Cofunds Limited and, if so, details will be passed on electronically to my Bank/Building Society.

Signature

Date

This Guarantee should be detached and retained by the payer.

The Direct Debit Guarantee

- 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 Cofunds Ltd will notify you five working days in advance of your account being debited or as otherwise agreed. If you request Cofunds Ltd 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 Cofunds Ltd 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 Cofunds Ltd 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.

