

# Premier Income Funds OEIC & Premier Growth Funds OEIC

## ISA Application Form and ISA Transfer Form



Please complete in BLOCK CAPITALS, using BLUE or BLACK INK and RETURN TO your Authorised Financial Adviser, or to:  
Premier Portfolio Managers Limited, BNY Mellon House, Ingrave Road, Brentwood, Essex CM15 8TG.

Please make all CHEQUES PAYABLE to: Premier Portfolio Managers Limited.

Please let us know what type of investment you would like to make by ticking the relevant box below.

New ISAs  I wish to invest in a new Stocks and Shares ISA.

If you are applying for an ISA in this tax year, you should complete sections 1, 3 and 6. If you wish to receive income, please complete section 4. If you wish to contribute monthly by direct debit, please complete section 5. Your Authorised Financial Adviser should complete section 8. Alternatively, if you are investing without the services of an Authorised Financial Adviser you must complete section 2.

If you require ISA application forms for other eligible members of your family, please ask your Authorised Financial Adviser.

ISA transfers  I wish to consolidate my existing ISAs.

If you are consolidating your existing ISAs through an ISA transfer, you should complete sections 1, 3, 6 and 7. If you wish to receive income, please complete section 4. Your Authorised Financial Adviser should complete section 8. Alternatively, if you are investing without the services of an Authorised Financial Adviser you must complete section 2.

A separate application form must be completed for each ISA applicant. Joint applications are not permitted for ISAs.

### 1. Personal Details

If you are an existing Premier account holder, please quote your reference number:

Title: \_\_\_\_\_

First name(s) in full: \_\_\_\_\_

Surname (family name): \_\_\_\_\_

Permanent residential address: \_\_\_\_\_

Postcode: \_\_\_\_\_

Date of birth (DD/MM/YYYY):   /   /

Telephone numbers (Inc STD code): Daytime: \_\_\_\_\_ Evening: \_\_\_\_\_

Email address: \_\_\_\_\_

National Insurance Number:

(You should be able to find your National Insurance Number on a payslip, form P45 or P60, a letter from HM Revenue & Customs, a letter from the DWP or a pension order book)

If you **do not** have a National Insurance Number, please tick here:

## 2. Applicant Identity Verification

### Money Laundering Regulations 2007:

Under these regulations there is a legal requirement to prove the identity of people who wish to make an investment. You may therefore be asked for some evidence of your identity and date of birth. This will normally be a passport or similar form of identity check together with proof of address from a recent utility bill (not a mobile telephone bill). Electronic checking systems may be used to verify identity. Please note that where a payment is made by a Building Society cheque or Bankers Draft, confirmation of the account from where the funds originate must be provided.

### Do you have an Authorised Financial Adviser?

Yes, your Authorised Financial Adviser should complete section 9.  No, please complete the following Applicant Identity Verification section.

If you are investing directly, without the services of a UK Authorised Financial Adviser, we will need to verify your identity. We need to see certified copies\* of either your current passport or full driving licence, and a recent (within the last three months) bank statement or utility bill (not a mobile telephone bill) showing your current address.

**\*copies must be certified by either a solicitor, accountant, or your bank/building society manager.**

**Please tick both boxes below to confirm that the relevant identity check documents are enclosed.**

Proof of identity:  Copy of passport **or** full driving licence

Proof of address:  Bank statement **or** utility bill

Proof of date of birth:  Copy of passport **or** full driving licence

(If you **do not** have a passport/full driving licence, please contact us on 0870 606 6453 to discuss other documentation which may be acceptable as proof of identity.)

If certified copies are included with this application pack, please complete the following details for the person(s) certifying the documents  
(*continue on a separate sheet if necessary*):

Certified by: Name: \_\_\_\_\_

Address: \_\_\_\_\_

Postcode: \_\_\_\_\_

Occupation: \_\_\_\_\_

Telephone number: \_\_\_\_\_

### 3. Fund Choice

Please choose which Funds you wish to invest in and insert an amount in the appropriate box(es) below. You can invest with a lump sum and/or monthly contributions. If you are transferring an existing ISA, please choose which Funds you want your monies transferred into and insert the percentage split in the appropriate boxes below.

**Minimum investment for new ISAs:** £1,000 lump sum, £100 monthly per Fund (£400 per month for the Premier Corporate Bond Monthly Income Fund and Premier Monthly Income Fund).

**Maximum investment:** the maximum amount that you can invest into an ISA in 2009/2010 tax year is £7,200, or £10,200 if you are aged 50 or over (before 5 April 2010). From 6 April 2010, the maximum for all investors is £10,200. Please see the Premier Income Fund ICVC and Premier Growth Fund ICVC Simplified Prospectus for full details of the maximum investment.

I apply to subscribe for a Stocks and Shares ISA for the tax year 20   /   and each subsequent year until further notice.

| Premier Income Funds OEIC - R Class Income Shares Only        | New ISA investment | New ISA monthly investment* | ISA transfer |
|---|--------------------|-----------------------------|--------------|
| Premier Alpha Income  | £                  | £                           | %            |
| Premier Corporate Bond Monthly Income                         | £                  | £                           | %            |
| Premier Income  | £                  | £                           | %            |
| Premier Monthly Income  | £                  | £                           | %            |
| <b>Premier Growth Funds OEIC - R Class Income Shares Only</b> |                    |                             |              |
| Premier Alpha Growth  | £                  | £                           | %            |
| Premier Fellowship  | £                  | £                           | %            |
| Premier Managed Assets  | £                  | £                           | %            |
| Premier Smaller Companies                                     | £                  | £                           | %            |
| Premier UK Mid 250  | £                  | £                           | %            |
| Premier UK Thematic   | £                  | £                           | %            |
| <b>TOTAL</b>  | £                  | £                           | <b>100 %</b> |

\*Monthly contributions must be rounded in £10 amounts. If you have chosen monthly contributions, please complete the direct debit instructions in section 5 and ensure that a cheque, made payable to Premier Portfolio Managers Limited, is submitted with this application form to represent the first contribution. Contributions will be collected on the 28th day of the month. Please note that if you invest on a monthly basis, any income will be reinvested.



## 5. Direct debit for regular savers

Regular contributions will be collected on the 28th day of every month.



### Instruction to your Bank/Building Society to pay by direct debit

Please fill in the whole form using a ball point pen and send to:  
Premier Portfolio Managers Ltd, BNY Mellon House,  
Ingrave Road, Brentwood, Essex, CM15 8TG.

#### Name and full address of your bank or building society

|                 |                       |
|-----------------|-----------------------|
| To: The Manager | Bank/building society |
| Address         |                       |
| Postcode        |                       |

#### Name(s) of account holder(s)

#### Bank/building society account number

#### Branch sort code

#### Service user number

#### Reference

FOR PREMIER PORTFOLIO MANAGERS LIMITED OFFICAL USE ONLY  
This is not part of the instruction to your bank or building society.

#### Instruction to your bank or building society

Please pay Premier Portfolio Managers 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 Premier Portfolio Managers Limited and, if so, details will be passed electronically to my bank/building society.

#### Signature(s)

#### Date

Banks and building societies may not accept Direct Debit Instructions for some types of account.

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 Debit.
- If there are any changes to the amount, date or frequency of your Direct Debit Premier Portfolio Managers Limited will notify you 14 working days in advance of your account being debited or as otherwise agreed. If you request Premier Portfolio Managers Limited to collect a payment, confirmation of the amount and date will be given to you at the time of request.
- If an error is made in the payment of your Direct Debit, by Premier Portfolio Managers 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 Premier Portfolio Managers 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.



## 6. The Declaration and Authority

I apply to subscribe to the Premier Stocks and Shares ISA and/or transfer my existing ISA to Premier Portfolio Managers Limited.

### I declare that:

- I am aged 18 or over.
- I am resident and ordinarily resident in the United Kingdom for tax purposes, or if not so resident either perform duties which, by virtue of Section 28 of the Income Tax (Earnings and Pensions) Act 2003 (Crown employees serving overseas), are treated as being performed in the United Kingdom, or be married to, or in civil partnership with a person who performs such duties, and will inform Premier Portfolio Managers Limited if I cease to be so resident and ordinarily resident, or to perform such duties, or be married to, or in a civil partnership with a person who performs such duties.
- All subscriptions made, and to be made, to the ISA belong to me and I am the beneficial owner of the funds being used for this ISA.
- I agree to be bound by the Terms and Conditions applicable to the ISA and give the warranties contained therein. A copy of the current Simplified Prospectus and ISA Terms and Conditions has been supplied to me.
- I declare that the information given in this Application Form/Transfer Form is true and correct to the best of my knowledge and belief. I will notify Premier Portfolio Managers Limited without delay of any change in the information given.
- I understand that the transfer of my ISA may be delayed if this Transfer Form is not complete in all respects.

### For a new ISA investment:

- I have not subscribed and will not subscribe more than the overall subscription amount in total to a Cash ISA and Stocks and Shares ISA in the same tax year;
- I have not, and will not, subscribe to another Stocks and Shares ISA in the same tax year that I subscribe to this Stocks and Shares ISA.

### I authorise Premier Portfolio Managers Limited:

- To receive and hold my cash subscriptions, ISA investments, interest, dividends and any other rights, or proceeds in respect of those investments and any other cash in the ISA.
- On my written request to transfer or pay to me, as the case may be, account investments, dividends, rights or other proceeds in respect of such investments, or any cash, held in the account.
- To make on my behalf any claims to relief from tax in respect of account investments.

### Data Protection Act 1998:

- The information you provide on your application form (or subsequently) will be held and processed by Premier Portfolio Managers Limited (a subsidiary of Premier Asset Management Limited) as data controller for the purposes of the Data Protection Act 1998.
- We may hold and process information for the administration of the service(s) for which you are currently applying or may apply for in future, for the operation of your investment in units or shares (including e.g. for registration and distribution purposes), for the purposes of statistical analysis, and the marketing of goods or services by this company or other companies in the Premier Asset Management Marketing Group.
- If you do not want your personal data to be used for marketing purposes, please tick this box.
- We may transfer information to other companies in the Premier Asset Management Marketing Group and to third party agents of such companies or of this company for any of the above purposes.
- Where a financial adviser acts on your behalf, we will disclose information concerning your investment to that financial adviser.
- Save as noted above, we will not provide to any other third party any information relating to you, unless you have given your consent or unless we are required to do so by law.
- You are entitled to request details of information we may hold about you upon payment of a fee and to require us to correct any inaccuracies in your personal data.

The above information is true and correct to the best of my knowledge and belief and I will notify Premier Portfolio Managers Limited without delay of any change in the information given. I have read and understood the Simplified Prospectus and ISA Terms and Conditions. I enclose a cheque for the amount to be invested.

Applicant      Signature:

Date:   /   /

We may only accept Powers of Attorney (original or certified copy) due to physical or mental incapacity. For physical incapacity it must be accompanied by a written declaration by the person signing the application. A draft declaration can be obtained from Premier Portfolio Managers Limited. In the case of mental incapacity, the Power of Attorney must be registered and stamped by the Court of Protection.



## 7. ISA Transfers

If you need more instruction forms, please photocopy this sheet before completing.

### Instruction to existing ISA Manager

**Please transfer my existing ISA to Premier Portfolio Managers Limited as instructed below.**

Type of ISA:  Stocks and Shares ISA **OR**  Cash ISA

Please sell my entire holding  **OR** Please sell  of my holding

Name of existing Plan Manager: \_\_\_\_\_

Address of existing Plan Manager: \_\_\_\_\_

Postcode: \_\_\_\_\_

Existing account number:

Investors name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date (DD/MM/YYYY):   /   /

Note to existing Plan Manager: we confirm that we are willing to accept the transfer in the form of cash only. Please send proceeds to Premier Portfolio Managers Limited, BNY Mellon House, Ingrave Road, Brentwood, Essex CM15 8TG, made payable to Premier Portfolio Managers Limited.

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**Please transfer my existing ISA to Premier Portfolio Managers Limited as instructed below.**

Type of ISA:  Stocks and Shares ISA **OR**  Cash ISA

Please sell my entire holding  **OR** Please sell  of my holding

Name of existing Plan Manager: \_\_\_\_\_

Address of existing Plan Manager: \_\_\_\_\_

Postcode: \_\_\_\_\_

Existing account number:

Investors name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date (DD/MM/YYYY):   /   /

Note to existing Plan Manager: we confirm that we are willing to accept the transfer in the form of cash only. Please send proceeds to Premier Portfolio Managers Limited, BNY Mellon House, Ingrave Road, Brentwood, Essex CM15 8TG, made payable to Premier Portfolio Managers Limited.

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**Please transfer my existing ISA to Premier Portfolio Managers Limited as instructed below.**

Type of ISA:  Stocks and Shares ISA **OR**  Cash ISA

Please sell my entire holding  **OR** Please sell  of my holding

Name of existing Plan Manager: \_\_\_\_\_

Address of existing Plan Manager: \_\_\_\_\_

Postcode: \_\_\_\_\_

Existing account number:

Investors name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date (DD/MM/YYYY):   /   /

Note to existing Plan Manager: we confirm that we are willing to accept the transfer in the form of cash only. Please send proceeds to Premier Portfolio Managers Limited, BNY Mellon House, Ingrave Road, Brentwood, Essex CM15 8TG, made payable to Premier Portfolio Managers Limited.



## 8. Identity Verification - to be completed by your Financial Adviser

### Financial Adviser Stamp

FSA Number: \_\_\_\_\_

Special Commissions Terms (if applicable): \_\_\_\_\_

Please indicate if this business was:

advised

non-advised

### Financial Advisers, please complete the following section

#### Applicant:

Date of commencement of business relationship (DD/MM/YYYY):

|   |   |   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|---|---|
| D | D | / | M | M | / | Y | Y | Y | Y |
|---|---|---|---|---|---|---|---|---|---|

#### I certify that: (please tick as appropriate)

1. I have verified the identity of the Applicant in accordance with the Money Laundering Regulations 2007 and confirm that documentary evidence has been obtained and identity checks have been undertaken to confirm that the Applicant's name, address and date of birth as shown in section 1 are correct AND the details of the underlying records of identity are as described below (document name + detail + date e.g. driving licence SMITH625085JT4EG, electricity bill 30.11.07 cus ref 1245678):

#### Certified Copy Attached

Proof of identity:  \_\_\_\_\_

Proof of residency:  \_\_\_\_\_

Proof of date of birth:  \_\_\_\_\_

#### OR

2. I have not verified the identity of the Applicant for the following reason: \_\_\_\_\_
3. I confirm that the Applicant is applying on his/her own behalf and not as nominee, trustee or in a fiduciary capacity for any other person.

Signature: \_\_\_\_\_

Date (DD/MM/YYYY):

|   |   |   |   |   |   |   |   |   |   |
|---|---|---|---|---|---|---|---|---|---|
| D | D | / | M | M | / | Y | Y | Y | Y |
|---|---|---|---|---|---|---|---|---|---|

Financial Adviser/Consultant name: \_\_\_\_\_

Company name: \_\_\_\_\_

### ADMINISTRATION QUERIES

For any administration queries, you can contact us at:

**Premier Portfolio Managers Limited, BNY Mellon House, Ingrave Road, Brentwood, Essex CM15 8TG.**

**Tel: 0870 606 6453** Email: [clientservices@premierfunds.co.uk](mailto:clientservices@premierfunds.co.uk) Web: [www.premierassetmanagement.co.uk](http://www.premierassetmanagement.co.uk)

Premier Portfolio Managers Limited and Premier Fund Managers Limited are authorised and regulated by the Financial Services Authority of 25 The North Colonnade, Canary Wharf, London E14 5HS and are members of the Premier Asset Management Marketing Group. December 2009.