Friends Provident International

Application form
Additional single contribution (top-up)

For Capital Redemption products only.

Please tick the relevant box for your product and give the contract number.

Please complete all details.

Please provide all relevant information and documentation so that we can process your application as soon as possible. If you do not provide all relevant information, it may cause a delay in the processing of your application.

Please complete this form in English, using block capitals. If you make a mistake, please cross it out and correct it, initialling any amendments. Please do not use correction fluid or any other method for deleting incorrect information.

Your bond structure

Reserve Capital Redemption	☐	Contract number	
Summit Capital Redemption	☐	Contract number	

Financial adviser details

Company name	
Friends Provident International agency number	

Contact details for acknowledgement/queries on the form.

Contact name	
Telephone number	
Email address	

Additional information/Special instructions

Please let us know in the space below of any additional information we need to be aware of relating to the application.

To be completed by each investor who is the current contract holder.

Details of contract holder(s)

	First (or only) contract holder	Second contract holder
1 Title	Mr ☐ Mrs ☐ Miss ☐ Ms ☐	Mr ☐ Mrs ☐ Miss ☐ Ms ☐
	Other	Other
2 Surname (as shown on ID card/passport)		
3 First name(s) (as shown on ID card/passport)		
4 ID card/Passport number		
5 Residential address		
6 Correspondence address (if different to residential address)		
7 Please list all contact details below	**Contact details**	
Home telephone number		
Mobile number		
Email address (mandatory)		
8 Nature of business		
9 Position or occupation (if retired please state former occupation)		

Contribution details

Please refer to the relevant principal brochure for the minimum contribution.

Summit Capital Redemption

I wish to pay GBP ☐ USD ☐ EUR ☐ HKD ☐ Other ☐ Amount

Reserve Capital Redemption

I wish to pay GBP ☐ USD ☐ EUR ☐ HKD ☐ Other ☐ Amount

In the event of Asset Exchanges, please complete the Asset Exchange form.

Please tick if this additional contribution is a reinvestment of a withdrawal. Please refer to the Reserve product literature for further information on this option or speak to your independent financial adviser. ☐

Payment methods

Please indicate if you are paying by personal cheque or if you wish us to collect the payment from your bank on your behalf. Then tick the appropriate box and follow the instructions carefully.

By personal cheque ☐ Please make cheques payable to **Friends Provident International Limited**.

By telegraphic transfer ☐ Please complete the **Bank Instruction Letter** which is available on our website or from your financial adviser and return it to us with this application form.

Source of payment

I confirm the telegraphic transfer is to be paid for by debit of funds from my personal bank account. The details of this account are:

Sort code (if applicable) ☐☐ – ☐☐ – ☐☐

SWIFT/BIC code (if applicable)

IBAN (if applicable)

Account number

Account name

Bank name

Bank address

Politically-exposed person information

If you, the applicant or any party connected to this application, could be defined as a politically exposed person (PEP), please provide details:

A PEP is a person appointed by a government or international organisation to a high profile position, or who has previously held such a position. A PEP is also a family member or close associate of such a person.

Examples are: heads of state; Government ministers; senior government officials; senior judges or military officers; senior executives of publically owned companies; important political representatives, such as an ambassador.

This applies to the applicant, contract holder, life assured, contribution payer, beneficiary and any other party connected to the application.

Name

Connection to contract

Position held as a PEP

In what country was/is the position held?

Investor status (for Reserve contractholders only)

Friends Provident International Limited (FPIL) is required to obtain a declaration from you to confirm your investor status, which defines the assets in which you may invest.

Your Investor status is used by us to understand the types of asset you wish to invest in. You should let us know whether you wish to hold Retail or Non-Retail assets. If you do not tell us we will assume you are a retail investor and wish to hold retail assets only.

To assist with customer classification, Friends Provident International's definitions of a Retail and Non-Retail investor can be found below:

Retail Investor

A Retail investor is any investor other than a Non-Retail (Qualified/Professional) Investor (see below).

Non-Retail Investor (Qualified/Professional)

1 A government, governmental institution or authority, or companies fully owned by any of the aforementioned.

2 International bodies and organisations.

3 A person or entity licensed to engage in a commercial business, provided that one of the purposes of its business is managing investments, including:

- **a)** A person, body corporate, partnership, trust or other unincorporated association whose ordinary business or professional activity includes acquiring, underwriting, managing, holding or disposing of investments, whether as principal or agent or giving advice about investments;
- **b)** Any director or partner of, or consultant to, a person referred to in paragraph (a);
- **c)** A functionary to a professional investment vehicle or an associate of a functionary to a professional investment vehicle;
- **d)** An employee, director or shareholder of, or consultant to, a person in (c) who is acquiring the investment as part of his remuneration or an incentive arrangement or by way of co-investment;
- **e)** A trustee of a family trust settled by, or for the benefit of, one or more persons referred to in paragraphs (c) or (d);
- **f)** A trustee or operator of any employment benefit or executive incentive scheme or trust established for the benefit of persons referred to in paragraphs (c) or (d) or their dependents;
- **g)** A government, local authority, public authority or supra-national body.

4 A natural person who declares that their annual income is not less than £250,000, or their net equity with the exception of their main home, exceeds £1,000,000.

It is your responsibility to obtain and read the prospectus and/or offering documents of any assets that you wish to hold in Reserve. This will help you decide whether the asset is suitable for you.

For Reserve contractholders only: by ticking one of the boxes below you are declaring that you meet the definition as detailed above.

Retail ☐ Non-Retail ☐

If you have ticked the box above to indicate you are a Non-Retail Investor, and you have chosen to invest in Non-Retail (qualified/professional) assets, there may be a requirement for you to complete and sign an additional – asset specific – declaration(s). If this is required, the relevant declaration(s) will be provided by our Technical Investments Team at the time the trade is placed.

Investment instructions for Reserve Capital Redemption

If you would like us to place the investments within your Reserve – Capital Redemption contract, and for our appointed custodian to hold custody of them, please state your chosen investments below. If you are using the services of a discretionary fund manager, external custodian or fund platform, please leave blank. If there is insufficient room, please use a separate sheet, signed by all applicants.

Charges will be deducted from the General Transaction Account; therefore, if an overdrawn balance is to be avoided, please ensure sufficient cash is retained in line with your investment strategy.

Currency	Units Shares/Bonds/ Cash amount	SEDOL/ISIN (essential)†	Full security/fund name description

† If no SEDOL or ISIN is provided, we accept no liability for the funds selected.

Investment instructions for Summit Capital Redemption

Please indicate the funds in which you wish your additional contribution to be invested, up to a maximum of 10, showing the percentage of each contribution. The total percentage must add up to 100% (please note we can only accept whole percentages).

Fund code	Mirror fund name	% of contribution
		%
		%
		%
		%
		%
		%
		%
		%
		%
		%

Please use whole percentages only and make sure that the total is 100%.

Total 100%

Source of wealth

Please refer to our Source of Wealth Guidelines, available on our website or from your financial adviser, for the evidential requirements to support this section.

Income and savings from salary (basic and/or bonus) ☐

If self-employed or a company share owner, please refer to 'Company profits' following.

- Current annual salary — Currency ☐ Amount ☐
- Employer's name ☐
- Employer's address ☐
- Nature of business ☐

Maturity or encashment of life contract ☐

- Amount received — Currency ☐ Amount ☐
- Contract provider ☐
- Contract number/reference ☐
- Date of maturity or encashment ☐

Sale of shares or other investments/ liquidation of investment portfolio ☐

- Description of shares/units/ deposits (i.e. name/where held) ☐
- Name of seller ☐
- Length of time held — Years ☐ Months ☐
- Sale amount — Currency ☐ Amount ☐
- Date funds received ☐

Sale of property ☐

- Sold property address ☐
- Date of sale ☐
- Total sale amount — Currency ☐ Amount ☐

Company sale ☐

- Company name ☐
- Nature of business ☐
- Date of sale ☐
- Total sale amount — Currency ☐ Amount ☐
- Client's share ☐ %

Source of wealth (continued)

Inheritance ☐

- Name of deceased
- Date of death
- Relationship to applicant
- Date received
- Total amount — Currency — Amount
- Solicitor's name
- Solicitor's firm's name
- Solicitor's address

Divorce settlement ☐

- Date funds received
- Total amount received — Currency — Amount
- Name of divorced partner

Company profits ☐

- Company name
- Company address
- Nature of company
- Amount of annual profit — Currency — Amount

Asset (share) exchange ☐

Reserve only: If the assets have been held for less than two years, please provide evidence of the original source of wealth used to acquire the assets.

- Origin and means of wealth
- Length of time the assets have been held — Years — Months

Gift ☐

Please provide all of the following:

- Letter from donor explaining the reason for the gift and the source of donor's wealth
- Certified identification documents for donor

- Date received
- Total amount — Currency — Amount
- Relationship to applicant
- Donor's source of wealth

Source of wealth (continued)

Employer paying premium ☐

Please provide the following:

- Employer letter

Country of incorporation

Incorporation number

Retirement income ☐

Retirement date

Previous occupation

Name of last (final) employer

Address of last (final) employer

Pension income source

Fixed deposit – savings ☐

Name of institution where savings held

Date account established

Details of how savings acquired

Dividend payment ☐

Date of receipt of dividend

Total amount received Currency Amount

Name of company paying dividend

Length of time the shares have been held in the company Years Months

Other source of wealth ☐

Please provide as much detail as possible.

Declarations

I declare that this application was signed in (country)

and the advice was received in (country)

I further declare that all the information provided in this application form, including this declaration, is complete and true to the best of my knowledge and belief

	First (or only) contract holder	Second contract holder
Signature(s) of applicant(s)		
Name (block capitals)		
Date		

Important information

The information given in this document is based on Friends Provident International Limited's understanding of current laws and Isle of Man taxation practice, which may change in the future. No liability can be accepted for any personal tax consequences of this scheme or for the effect of future tax or legislative changes.

Investment involves risk. Past performance should not be viewed as a reliable guide of future performance. Fund prices may go up and down depending upon underlying investment performance, and the value of your investment cannot be guaranteed. Investments held within a fund may not be denominated in the currency of that fund and the value of those assets can go up and down simply because of movements in currency exchange rates. All fund performance is quoted net of annual charges.

All contract holders are protected by the Life Assurance (Compensation of Contract holders) Regulation 1991 of the Isle of Man, wherever their place of residence.

Investors should be aware that specific investor protection and compensation schemes that may exist in relation to collective investments and deposit accounts are unlikely to apply in the event of failure of such an investment held within insurance contracts.

We do not condone tax evasion and our products and services may not be used for evading your tax liabilities.

Complaints we cannot settle can be referred to the Financial Services Ombudsman Scheme for the Isle of Man.

Some telephone communications with the company are recorded.

Each policy is governed by and shall be construed in accordance with the law of the Isle of Man. However, this will not preclude the right to bring legal action in a Hong Kong court. If you effect a policy whilst resident in the United Arab Emirates, all disputes regarding your investment will be subject to the non exclusive jurisdiction of the courts of the United Arab Emirates.

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About Friends Provident International

We are a leading financial services provider, with a reputation for trust, commitment and integrity, offering financial solutions to customers throughout their lives.

Friends Provident International has over 40 years of international experience in offshore savings and investments.

Data Privacy

We take the responsibility of handling your personal data very seriously and we will only ask you for details required to process your requests to us. Please be aware of our privacy policy – please visit **www.fpinternational.com/legal/privacy-and-cookies** to view the full policy or this can be provided on request from our Data Protection Officer.

Friends Provident International Limited: Registered and Head Office: Royal Court, Castletown, Isle of Man, British Isles, IM9 1RA. Isle of Man incorporated company number 11494C. Authorised and regulated by the Isle of Man Financial Services Authority. Provider of life assurance and investment products. **Singapore branch:** 182 Cecil Street, Level 17 Frasers Tower, Singapore 069547. Registered in Singapore No. T06FC6835J. Licensed by the Monetary Authority of Singapore to conduct life insurance business in Singapore. Member of the Life Insurance Association of Singapore. Member of the Singapore Financial Dispute Resolution Scheme. **Hong Kong branch:** A122, 16/F, Tower 5, The Gateway, Harbour City, Tsim Sha Tsui, Kowloon, Hong Kong. Authorised by the Insurance Authority of Hong Kong to conduct long-term insurance business in Hong Kong. **Dubai branch:** PO Box 215113, Unit 706, One Za'abeel - The Offices, Za'abeel Palace Street, Za'abeel First, Dubai, UAE. Registered in the United Arab Emirates (UAE) with the Central Bank of the UAE as an insurance company. Registration date, 18 April 2007 (Registration No. 76). Registered with the Ministry of Economy as a foreign company to conduct life assurance and funds accumulation operations (Registration No. 2013). Friends Provident International is a registered trademark and trading name of Friends Provident International Limited.

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