

How we will use your information

Before continuing with this application, please read the information below which explains how we and others will use your personal and financial information during this application process.

For full details about how we use the personal and financial information of our customers, please see our Terms.

Who we are

The organisation responsible for processing your personal and financial information is RBS Collective Investment Funds Limited, a member of The Royal Bank of Scotland Group (“RBS”).

Application instructions

- Please complete this form in BLOCK CAPITALS and in black ink.
- Once you have completed this transfer application please return it to **RBS Collective Investment Funds Limited, PO Box 9908, Chelmsford CM99 2AF**, together with the Investment Options ISA Application Form where you don't have an existing Investment Options ISA.

Introduction

Where advice has not been given, we have not assessed the suitability of this investment for your circumstances, therefore if you wish to proceed with this application you should ensure that you familiarise yourself with the fund(s) and fully consider the nature of the risks involved for the funds you are applying to subscribe to. You should consider carefully the fact that you may be exposing yourself to risks that you may not have the knowledge or experience to assess properly.

Before completing this transfer form, please read:

- **Investment Funds, Supplementary Information Document** and the appropriate **Key Investor Information Document**; and
- **Investment Funds, Investment Funds ISA – Terms and Conditions.**

Please read these documents carefully as they contain all the information you need to be aware of before opening your Investment Funds ISA. If there is anything that you do not understand please ask for further information. If you do not have any of the above documents, please visit www.rbs.co.uk/CIFLdocuments to obtain those you are missing.

1. Personal details

Your Investment Fund Account Number

Please note – We can only process the application if you state your existing account number. You can find your Account Number within your latest Investment Statement.

Title Mr Mrs Miss Ms Other
(please specify)

First name

Middle name(s)

Surname

Address line 1

Address line 2

Address line 3

Address line 4 OR overseas country

Postcode

Home telephone number

Preferred daytime contact number

Date of birth
(e.g. 29JAN1970)

Do you have a National Insurance number? Yes No

If 'Yes', please state National Insurance number

If you do not know your number look at your payslip, form P60 or P45, a letter from HM Revenue and Customs/DSS or front cover of your pension book.

If you do not have a National Insurance number please tell us why in the space below.

2. Transfer Investment details

Fund	Amount of transfer to be invested (Min £500 per fund)	Tick if income is to be paid out
Extra Income	<input type="text"/> %	<input type="checkbox"/>
High Yield	<input type="text"/> %	<input type="checkbox"/>
Equity Income	<input type="text"/> %	<input type="checkbox"/>
Balanced	<input type="text"/> %	<input type="checkbox"/>
Growth	<input type="text"/> %	N/A
International Growth	<input type="text"/> %	N/A
Total	<input type="text"/> 1 0 0 %	

If you wish to have income paid out to you, you must complete the Direct Credit information below.

Income payments

Only complete this section if you wish to receive income payments.

If you do not complete this section and you have opted to receive income, your investment will automatically be set to reinvest. Income will only be paid by Direct Credit to your UK bank or building society account.

Income will be paid in relation to the sums transferred to us from the date when we receive the transfer. If you wish to take income at a later date, please contact us.

Full name and address of UK bank/building society.

Bank/Building Society name

Address line 1

Address line 2

Address line 3	<input type="text"/>		
Address line 4	<input type="text"/>		
Postcode	<input type="text"/>	<input type="text"/>	
Building Society Roll Number	<input type="text"/>		
Name of account holder	<input type="text"/>		
Address line 1	<input type="text"/>		
Address line 2	<input type="text"/>		
Address line 3	<input type="text"/>		
Address line 4	<input type="text"/>		
Postcode	<input type="text"/>	<input type="text"/>	
Account number	<input type="text"/>		Sort code <input type="text"/>

3. How we will use and share your information

(a) Credit reference and fraud prevention agencies

We may request information about you from credit reference agencies to help verify your identity. This request will not affect your ability to obtain credit (for example for a loan or credit card) in the future. Application decisions may be taken based on solely automated checks of information from credit reference agencies and internal RBS records. In order to prevent and detect fraud and/or money laundering, the information provided in this application may be checked with fraud prevention agencies. If fraud is identified or suspected, details may be recorded with these agencies to prevent fraud and money laundering.

(b) With other RBS companies

We and other RBS companies worldwide will use the information you supply in this application (and any information we or other RBS companies may already hold about you) in connection with processing your application and assess your suitability for our products. If your application is declined we will keep your information for as long as it is required by us or other RBS companies in order to comply with legal and regulatory requirements. We and other RBS companies may use your information in order to improve the relevance of our products and marketing.

(c) With other Third Parties

The information provided in this application may be used for compliance with legal and regulatory screening requirements, including confirming your eligibility to hold a UK bank account and sanctions screening.

We may be required to disclose certain information to regulators, government bodies and similar organisations around the world, including the name, address, tax number, account number(s), total gross amount of interest paid or credited to the account and the balance or value of the account(s) of our customers to HM Revenue and Customs ('HMRC'). HMRC may exchange this information with other countries' tax authorities.

4. Giving Your Consent

By continuing with this application, you agree that we may use your information in the ways described above and are happy to proceed.

5. Marketing Information

RBS would like to keep you informed by letter, phone, email and text message about products, services and offers that we believe may be of interest to you. If you do not wish us to contact you for these purposes, please place a cross in the box.

RBS will not share your information with third parties for marketing purposes.

6. Communications about your Account

Notwithstanding your marketing choices above, we will contact you with information relevant to the operation and maintenance of your account by a variety of means including online banking, mobile banking, email, text message, post and/or telephone.

Money Laundering Regulations 2007

Under these regulations we are obliged to verify your identity. In addition, we also require to verify your address. This verification is to assist in combating financial crime and protect you from criminals who might otherwise falsely use your name without your knowledge. Where a Financial Adviser or RBS Representative is involved they will let you know what evidence you need to show. If you are applying to us direct we will verify your identity with a third party identity verification company. In certain circumstances you may be required to provide further evidence of your identity and address, in which case RBS Collective Investment Funds Limited will contact you. If the product you are applying for allows payment by cheque and you wish to pay with a Building Society cheque or Bankers Draft, the Society or Bank must endorse the cheque with the full name of the person whose account the monies are to be drawn from.

7. Existing ISA Manager's details

Bank/Building Society name	<input type="text"/>
Address line 1	<input type="text"/>
Address line 2	<input type="text"/>
Address line 3	<input type="text"/>
Address line 4	<input type="text"/>
Postcode	<input type="text"/> <input type="text"/>
Telephone number	<input type="text"/>

8. Existing ISA details

ISA number	<input type="text"/>
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Please indicate the type of ISA to be transferred:

Stocks and Shares	<input type="checkbox"/>
Cash	<input type="checkbox"/>
Innovative Finance	<input type="checkbox"/>

Current tax year to be transferred	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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Previous year ISA details	Full <input type="checkbox"/>	Partial <input type="checkbox"/>
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MINIMUM TRANSFER AMOUNT IS £500 PER FUND

Only complete this section if requesting a partial transfer and/or the assets to be sold

Please indicate the amount to be transferred	£ <input type="text"/>
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