

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. When we use and share personal and financial information, we do so on the basis that we have a legitimate interest to prevent fraud and money laundering, to manage our risk and to protect our business and to comply with laws that apply to us (including verifying your identity and assessing the suitability of our products).

For full details about how we use the personal and financial information of our customers, please see our full Privacy Notice at www.rbs.com/privacy.

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 or appropriateness 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:

- **Expert Managed Solutions, Supplementary Information Document, specifically the disclosure of information on costs and charges and the appropriate Key Investor Information Document;** and
- **Expert Managed Solutions, Investment Options ISA – Terms and Conditions.**

Please read these documents carefully as they contain all the information you need to be aware of before opening your Expert Managed Solutions 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 Expert Managed Solutions Account Number

Please note – We will be unable to process this application if you do not have an 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 £1,000 per fund)	Tick if income is to be paid out
Income Fund	<input type="text"/> %	<input type="checkbox"/>
Cautious Growth Fund	<input type="text"/> %	N/A
Balanced Growth fund	<input type="text"/> %	N/A
Adventurous Growth fund	<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.

Please note that it is only possible to take income from the Income Fund.

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 from outset. 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

Address line 4

Postcode

Building Society Roll Number

Name of account holder

Address line 1

Address line 2

Address line 3

Address line 4

Postcode

Account number Sort code

3. Existing ISA Manager's details

To: Name of existing Plan Manager

Address line 1

Address line 2

Address line 3

Address line 4

Postcode

Telephone number

4. Existing ISA details

ISA number

I want to transfer my current year's Cash/Stocks and Shares/Innovative Finance ISA* subscriptions (*delete as applicable)
Full transfer Please note a current year's ISA has to be transferred in its entirety.

I want to transfer my previous years' Cash/Stocks and Shares/Innovative Finance ISA* (*delete as applicable)
Full transfer Partial transfer

MINIMUM TRANSFER AMOUNT IS £1,000 PER FUND

Only complete this section if requesting a partial transfer

Please indicate the amount to be transferred £ . p

Please complete this section for all transfers.

Please indicate the amount to be transferred £ . p

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.

5. 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 to comply with laws that apply to us. 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. You have rights in relation to automated decision making. If you want to know more please see our full privacy notice at www.rbs.com/privacy or contact us at 03457 24 24 24, +44 131 549 8888 (for overseas) or 0800 404 6160 (for minicom users).

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.

If we, or a fraud prevention agency, determine that you pose a fraud or money laundering risk, we may refuse to provide the services and financing to you.

When credit reference and fraud prevention agencies process your information, they do so on the basis that they have a legitimate interest in preventing fraud and money laundering, to protect their business and to comply with laws that apply to them.

(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 normally keep your information for up to 5 years, but we may keep it for longer if 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.

6. Confirming Your Agreement

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

7. 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 their own marketing purposes.

8. 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.

9. Declaration and signature

I declare that:

- I would like to transfer my existing ISA to RBS Collective Investment Funds Limited.
- I hold a copy of the Investment Options ISA – Terms and Conditions. I accept that, upon signing this application, I will become bound by the terms contained in this document.
- I have read the appropriate Key Investor Information Document (KIID) and the Supplementary Information Document (SID), specifically the disclosure of information on costs and charges.
- I authorise RBS Collective Investment Funds Limited to (a) hold my cash subscriptions, ISA investments, interest, dividends, and other rights or proceeds in respect of those investments and any other cash; (b) make on my behalf any claims to relief from tax in respect of ISA investments; and (c) on my written request to transfer or pay me, as the case may be, ISA investments, interest, dividends and any other rights or proceeds in respect of those investments and any other cash.
- I authorise my existing ISA Manager to encash such of my existing ISA investments, as set out in section 4 overleaf and transfer their value to RBS Collective Investment Funds Limited.
- I authorise my existing ISA Manager to provide RBS Collective Investment Funds Limited with any information they may request from my existing ISA Manager in relation to my existing ISA.
- The information provided on this form is true and correct to the best of my knowledge and belief and I undertake to notify RBS Collective Investment Funds Limited promptly of any changes to this information.

Signature

Name _____

Date of signing (DD/MM/YYYY) _____

A contract note confirming details of your purchase will be sent to you shortly after we receive the funds from your existing ISA Manager.



Braille, large print or audio format?

If you'd like this information in another format,
call us on 03457 24 24 24 (Minicom 0800 404 6160)