



Selected Investment Funds Plan Transfer Form

- ◆ This form is for existing SIF customers to re-register shares to us from another provider, without having to sell them first. Please note that we will not accept re-registrations of legacy share class holdings into your SIF Plan. You may be able to agree with your existing provider for your legacy share classes to be converted to clean share classes prior to re-registration. If you want to sell and reinvest the proceeds with us, then you will need to complete a Selected Investment Funds New Investment Application Form.
- ◆ Please read the Selected Investment Funds Key Features Document, Selected Investment Funds Terms and Conditions, Fund Information Document, relevant Costs and Charges Disclosure Document and the relevant Key Investor Information Document before completing this form. The Costs and Charges Disclosure Documents and Key Investor Information Documents can be found on our website www.hsbc.co.uk/costs-and-charges.
- ◆ If you want to re-register Shares from another ISA manager, then you will need to complete a Selected Investment Funds Stocks and Shares ISA Transfer Form.
- ◆ If you have any queries about completing this form, please call us on **03457 456 123** (textphone for general enquiries **03457 660 391**). Lines are open 8am to 6pm Monday to Friday (excluding public holidays in England). To help us continually improve our service and in the interests of security, we may monitor and/or record your communications with us. Any calls that may or do lead to a transaction will be recorded. We will keep these records for seven years. You can ask for a copy at any time during those seven years.
- ◆ Please refer to the Fund Information Document for the list of funds that can be re-registered with us.
- ◆ If some or all of the shares cannot be re-registered with us, you will need to contact your existing provider who may either agree with us that your shares can be converted to another share class that can be re-registered or will otherwise sell the shares in which case you will need to complete a Selected Investment Funds New Investment Application Form to reinvest the cash.
- ◆ Please ensure you complete a separate Selected Investment Funds Plan Transfer Authority Form (included within this Application Form) for each existing provider detailed in Section 3.
- ◆ If you would like income paid out, where available, please complete the Income Instruction in Section 4. If you do not provide us with your bank or building society details we will not be able to pay an income to you.
- ◆ Please note that if you are making regular savings to a fund that you wish to re-register to us, you should arrange to cancel your regular payments with your existing provider following the re-registration. If you wish to recommence regular savings payments you will need to complete a Selected Investment Funds New Investment Application Form. We will not automatically recommence regular savings following the re-registration.
- ◆ If you would like to set up a Feeder ISA facility for a SIF Plan investment, please complete the 'Selected Investment Funds (SIF) Plan and SIF Individual Savings Account (ISA) New Investment Application Form'.
- ◆ Existing funds currently held in joint names must be re-registered to us in joint names.
- ◆ If you have not previously provided evidence of identity and address to HSBC Trust Company (UK) Limited or HSBC UK Bank plc, you will be required to provide evidence before we can process your application. This may delay your application for a Selected Investment Funds account. You should take suitable identification to your local HSBC bank branch.
 - Acceptable forms of identification include a current and valid passport or driving licence. Acceptable forms of address verification include a bank or credit card statement (excluding statements from HSBC Bank, First Direct, M&S or John Lewis Partnership Card) or a utility bill. These documents must be dated within the last four months.
 - Please note that we can accept a full, valid, UK photocard driving licence to confirm both your identity and address. If you don't hold one, we'll require separate documents.
- ◆ Where you have previously provided evidence of identity and address to HSBC Trust Company (UK) Limited or HSBC UK Bank plc, you may still be required to provide additional evidence before we can process your application. This may delay your application for a Selected Investment Funds account. You should take suitable identification to your local HSBC bank branch. We will contact you if this is required.
- ◆ **For customer information – In order to process your application we will require a valid Common Reporting Standards self certification from you. This can be obtained at www.crs.hsbc.com/en/rbwm/uk.**
- ◆ Please send completed forms to: **HSBC Investment Services, PO Box 6189, Coventry CV3 9HS.**

1. Personal Details of First Investor

i For more details on how we will use your personal information, please read our [Privacy Notice Overview](#) which is provided with this application form. Please note that all correspondence will be sent to the First investor's address.

Title	<input type="checkbox"/> Mr	<input type="checkbox"/> Mrs	<input type="checkbox"/> Miss	<input type="checkbox"/> Ms	Other (please specify) <input type="text"/>
Gender	<input type="checkbox"/> Male	<input type="checkbox"/> Female			
Surname	<input type="text"/>				
First name(s)	<input type="text"/>				
Have you had any other previous names or are you known by any other names? (Please provide details below):	<input type="text"/>				

Permanent residential address

Postcode

Home Tel. no. Mobile Tel. no.

Work Tel. no.

Email

When did you move in?

If you have lived at your present address for less than three years, please complete your previous address below:

Postcode

Nationality/Citizenship

If multiple nationalities or citizenships are held please provide details.

In which country are you resident for tax purposes?

If you are resident for tax purposes in more than one country, include these below:

Date of Birth

Place of birth

Existing Selected Investment Funds Plan/ISA account number *

What is your employment status?

Employed – full time Employed – key/part time Graduate – employed
 Graduate – unemployed Homemaker Other full time education
 Receiving pension / Disability benefit Self employed Student qualifying for package
 Unemployed Unknown

Employer name and address – only applicable as above.

Employer name

Employer address

Postcode

Gross personal annual income

Residential Status

Purpose of Account: Children's Education Savings for retirement Investment

Other (please provide reason)

Are you permanently resident outside the UK? Yes No

If yes, you may need to complete a Non Resident Regulatory Details Form, which is available from your local HSBC bank branch. Alternatively you can call us on 03457 456 123 to request a copy of the form. Lines are open 8am to 6pm Monday to Friday (excluding public holidays in England). To help us continually to improve our service and in the interests of security, we may monitor and/or record your communications with us.

2. Personal Details of Second Investor

i For more details on how we will use your personal information, please read our **Privacy Notice Overview** which is provided with this application form. Please note that all correspondence will be sent to the First investor's address.

Title Mr Mrs Miss Ms Other (please specify)

Gender Male Female

Surname

First name(s)

Have you had any other previous names or are you known by any other names? (Please provide details below):

Permanent residential address

Postcode

Telephone (daytime) Telephone (evening)

Email

When did you move in?

If you have lived at your present address for less than three years, please complete your previous address below:

Nationality/Citizenship

If multiple nationalities or citizenships are held please provide details.

In which country are you resident for tax purposes?

If you are resident for tax purposes in more than one country, include these below:

Date of Birth

Place of birth

What is your employment status?

Employed – full time Employed – key/part time Graduate – employed

Graduate – unemployed Homemaker Other full time education

Receiving pension / Disability benefit Self employed Student qualifying for package

Unemployed Unknown

Employer name and address – only applicable as above.

Employer name

Employer address

Postcode

Gross personal annual income

Residential Status

5. Declaration and Signature(s)

I/We hereby declare that:

- I/We have received the relevant Key Features Document relevant Key Investor Information Document*, relevant Costs and Charges Disclosure Document, Fund Information Document and agree to the Selected Investment Funds Terms and Conditions.

* The KIIDs are provided for your information by the investment company administering the fund. HSBC Trust Company (UK) Limited is not responsible for the reliability or accuracy of the data provided by third parties.

- This Application Form has been completed to the best of my/our knowledge and belief and I/we will notify HSBC Trust Company (UK) Limited without any delay of any changes in my/our circumstances affecting any of the information given in this application. Where the information I/we have supplied relates to other people, I/we declare that I/we am/are authorised by them to disclose that information and to accept the terms on their behalf.
- I/we are aged 18 years or over
- I/we give consent for information in relation to Selected Investment Funds to be provided to me/us electronically through the hsbc.co.uk website.

I/We authorise HSBC Trust Company (UK) Limited:

- To make income payments to the bank/building society account indicated in Section 4 of this Application Form where I/we have requested this.

Please note that if you are not the applicant, but are signing on behalf of the applicant, please enter your name in the box below and describe the legal capacity in which you are signing this form. If you are applying for a transfer for someone else, please note that you are only entitled to sign this form under the following circumstances:

- If the applicant is mentally or physically incapacitated and you are the applicant's appointed attorney, then a Property and Financial Affairs Lasting Power of Attorney must be registered with the Office of the Public Guardian (Enduring Powers of Attorney made prior to 1 October 2007 must be registered with the Court of Protection where the applicant is mentally incapacitated). Alternatively you may be appointed as a deputy by the Court of Protection. Please complete the boxes below. A certified copy of the Power of Attorney or a stamped copy of the Court of Protection Order will be required in order to process the application; or
- You have a valid Power of Attorney granted for other reasons, a certified copy of the Power of Attorney will be required and must have been granted within the last twelve months.

6. Customer Check List

Please ensure you do the following:

- Complete and sign your SIF Plan Transfer Form and SIF Plan Transfer Authority Form.
- Select whether you want income (including any interest) paid out or reinvested. Where you have selected Income to be paid out, select a payment frequency and complete the account details in Section 4.
- Sign and date Section 5.
- Complete and sign the SIF Plan Transfer Authority Form (one for each existing provider from which you're re-registering funds to us).
- You have received the Key Investor Information Document* (where available) for the fund(s) you wish to invest in.
*The KIIDs are provided for your information by the investment company administering the fund. HSBC Trust Company (UK) Limited is not responsible for the reliability or accuracy of the data provided by third parties.
- You have received the Costs and Charges Disclosure Document for your chosen fund(s) and share class(es).
- Have you provided at least one form of identification and one proof of address if required? (see notes on page 1)
Acceptable forms of identification include a current and valid passport or a current and valid driving licence. Acceptable forms of address verification include bank or credit card statement (excluding statements from HSBC UK Bank plc, First Direct, M&S Bank or John Lewis Partnership Card) or a utility bill. These documents must be dated within the last four months.
Please note that we can accept a full, valid, UK photocard driving licence to confirm both your identity and address. If you don't hold one, we'll require separate documents.
- If you have further queries relating to identification and verification, please call us on the telephone number on the first page.
Return your transfer Application Form to **HSBC Trust Company (UK) Limited, PO Box 6189, Coventry CV3 9HS.**

A certified copy of the Power of Attorney will be required and must have been granted within the last twelve months.

Name

Capacity

Information about Products, Services and Promotions

The HSBC Group may use and share relevant information about you, your transactions and your relationships with the HSBC Group, to give you information about products, services (including mortgages) and promotions available from members of the HSBC Group and selected third parties which may interest you by post, telephone, electronic and other means. By completing this application you will be allowing the use of your information for this **unless** you tick the appropriate box(es) below to indicate that you do not wish to receive such information;

No Post

No Email

No Telephone

No Mobile messaging

By signing this application, you understand that we will use your personal information as set out in our Privacy Notice Overview.

Signature of First Investor

Date

Signature of Second Investor

Date

If you are signing the form as attorney because the applicant is physically incapacitated, please tick this box.

If you are signing the form as attorney because the applicant is mentally incapacitated, please tick this box.

If you are signing the form as attorney granted for other reasons, please tick this box.

Selected Investment Funds (SIF) Plan Transfer Authority Form

This form should be used to re-register funds held with other providers without the need to sell them first. This can only be done if the shares you wish to re-register to us are clean shares, if we offer the same fund and share class in the SIF Plan and if the existing manager agrees to re-registration. You should read the most recent version of the Costs and Charges Disclosure Document and KIID for the fund(s) you wish to invest in. These documents can be found on our website www.hsbc.co.uk/costs-and-charges. Clean shares have a charging structure in which you pay a charge to the fund provider for managing the fund. This charge does not include fees for third parties such as advisers. The payments that you make to us for our services will be charged separately as the Account Fee, details of which can be found in the Key Features Document and relevant Costs and Charges Disclosure Document. If we do not offer the same fund and share class in the SIF Plan we may arrange with the existing manager to convert the shares to a class that is available for re-registration.

Cash transfers are not permitted into the SIF Plan.

Completing this form gives HSBC Trust Company (UK) Limited the authority to contact your existing provider and ask for your funds to be transferred to us.

If you require the transfer from more than one provider please complete one SIF Plan Transfer Authority Form for each account you are transferring. Photocopies of the authority are acceptable; however each must bear an original signature.

Provider Details

Name of existing provider
(from whom you
wish to transfer)

Account Number

Provider Address

Postcode

Details of registered fund holder(s)

Name(s)

Postcode

(of first registered holder)

1. Funds to be transferred

Total estimated transfer value of your funds

£

2. Funds that you wish to transfer via re-registration

Please list all funds that you hold with the above provider that you wish to re-register to HSBC Trust Company (UK) Limited without selling the investments.

If HSBC Trust Company (UK) Limited does not offer the fund and clean share class then we will not be able to re-register those funds unless we agree with the existing manager that the shares can be converted, otherwise we will not ask your provider to re-register those funds to HSBC Trust Company (UK) Limited. You can find a list of the funds and share classes in the Fund Information Document, a copy of which is available by calling us on **03457 456 123**. Lines are open 8am to 6pm Monday to Friday (excluding public holidays in England). To help us continually improve our service and in the interests of security, we may monitor and/or record your communications with us. Any calls that may or do lead to a transaction will be recorded. We will keep these records for seven years. You can ask for a copy at any time during those seven years.

HSBC Trust Company (UK) Limited will ask your existing provider to pay any residual income to you directly.

Fund name and full fund description	Share class eg, income/ accumulation	Number of shares/units or specify "All" to transfer all shares/units	Income Paid Out*1 (Y/N)

*1 If you have indicated that Income is currently paid out on your existing holdings complete Section 4 (income mandate) to ensure that income continues to be paid out to you after the holdings are re-registered to us.

If you need to specify more than five funds from the same account please print and complete another copy of this form with the additional funds, sign and date the form and submit with your application.

3. Signature and date

By signing and dating this Authority I am giving my authorisation to the following:

I authorise my existing provider as specified to transfer the funds specified in Section 2 of the SIF Plan Transfer Authority Form to HSBC Trust Company (UK) Limited. I authorise my existing provider to transfer the appropriate investments directly to HSBC Trust Company (UK) Limited without selling the investments as indicated in Section 2. I authorise my existing provider to provide HSBC Trust Company (UK) Limited with any information, written or non-written, concerning the funds and to accept any instruction from them relating to the funds being transferred.

Signature of First Investor

Date

D	D	M	M	Y	Y	Y	Y
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Signature of Second Investor

Date

D	D	M	M	Y	Y	Y	Y
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hsbc.co.uk

Issued by HSBC Trust Company (UK) Limited
Customer Information: PO Box 6189, Coventry CV3 9HS