

Selected Investment Funds (SIF) Plan and SIF Individual Savings Account (ISA) Additional Investment, Switch and Conversion Application Form

Notes on completing this form

- This application should be used for making additional account investments to your SIF Plan and/or SIF ISA, switching from one fund to another within a SIF ISA or a SIF Plan Account and moving your existing holdings between share classes within a fund.
- 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 for the fund(s) you wish to invest in 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 make an additional investment by transferring shares you hold with another investment company into a SIF Plan you should complete a SIF Plan Transfer Form, which is available by calling us on the telephone number provided below in this document.
- You may only use this form to make an additional investment into a SIF ISA if you have made a subscription to a SIF ISA in the previous or current tax year. If you have not done so, then you need to complete a SIF ISA New Investment Application Form.
- Please remember the amount you can subscribe to your SIF ISA in any tax year will be affected by any subscription you make into other types of permitted ISAs in the same tax year.
- You may only subscribe to a SIF ISA should you remain eligible to do so.
- Please send completed applications to: HSBC Trust Company (UK) Limited, HSBC Investment Services, PO Box 6189, Coventry CV3 9HS.
- If you have not previously provided evidence of identity and address to HSBC Trust Company (UK) Limited or HSBC Bank plc, you will be required to provide evidence before we can process your application. This may delay your application. 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 Bank plc, you may still be required to provide additional evidence before we can process your application. This may delay your application. You should take suitable identification to your local HSBC bank branch. We will contact you if this is required.
- 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 Bank, First Direct, M&S or John Lewis Partnership Card) or a utility bill. These documents must be dated within the last four months.
- **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.**
- If you have any queries about completing this form, please call us on 03457 456 123 (Textphone 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.

1. Personal Details – must be completed for all investment choices

For more details on how we will use your personal information, please read our Privacy Notice Overview which is provided with this application form.

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

When did you move in?

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

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

 Postcode

Telephone (daytime)

Telephone (evening)

Email address

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

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

Place of birth

Do you have a National Insurance (N.I.) Number?

Yes

No

(If you have a temporary National Insurance Number you should tick 'No'.)

N.I. Number

| | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|
| | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|

(ISA Investors only)

Please note if you have ticked yes but are unable to provide your N.I. Number on your application, you must provide your N.I. Number within 30 days of the date of your application, otherwise we will void your ISA.

Please note that for SIF Plans held in joint names we only require details of the first investor in this Section but will require signatures of both investors in Section 3 (Payment method for Additional Investment) (if appropriate) and Section 7.

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 address – only applicable as above.

Employer address

Postcode

Gross personal annual income

Residential Status

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.

Purpose of Account:

Children's Education

Savings for retirement

Investment

Other (please provide reason)

Please provide your existing SIF Account number

Client Key

| | | | | | | | | |
|--|--|--|--|--|--|--|---|---|
| | | | | | | | * | 1 |
|--|--|--|--|--|--|--|---|---|

2. What do you want to do?

Please tick all boxes that apply.

Make Additional Investment into SIF Plan or SIF ISA – please complete Section 3

Switch Funds within a SIF Plan or SIF ISA – Please complete Section 4

Move existing holdings between share classes within a fund – Please complete Section 5

Payment method for Additional Investment

Please note that cheques or transfers drawn on a third party account cannot be accepted.

To pay by transfer from an HSBC Bank or First Direct bank account then you must ensure that this instruction is completed in full and signed in the relevant boxes below.

Please also ensure that there are sufficient funds within this account otherwise we will be unable to accept your application.

Payment by transfer from my HSBC Bank or First Direct bank account – complete account information below

'I request you to transfer the following amount from the HSBC or First Direct bank account indicated below and credit the relevant HSBC Trust Company (UK) Limited bank account(s) in respect of my/our investments' £

Name(s) in which the account is held

Sort Code - - Account Number

Signature(s) of account holders

Date(s)

Where you hold an existing HSBC Bank or First Direct account, we will deduct the payment from your account. For other payment methods, please contact us on 03457 456 123 (Textphone 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 note if you call us and top up your account by telephone, you do not need to complete this application form.

Switching from an existing SIF Plan to a SIF ISA

Details of account to be switched from:

Important: For SIF Plans held in joint names, both holders of the SIF Plan should sign below.

| Reference Number (eg, 123456*1) | Name of Fund (eg, HSBC World Selection Balanced Portfolio) | Value to sell*1 £ | Discontinue Regular Payments in SIF Plan | |
|------------------------------------|---|----------------------|--|----|
| | | | Yes | No |
| | | £ | | |
| | | £ | | |
| | | £ | | |
| | | £ | | |
| | | £ | | |
| | | £ | | |
| | | £ | | |
| | | £ | | |
| Total | | £ | | |

*1 Please note that a minimum balance of £1,000 must be retained within a fund in your SIF Plan following the switch, if you wish to keep your SIF Plan open. Please refer to the Key Features Document for details.

For an up to date valuation, contact 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.

First Plan holder's signature Second Plan holder's signature

Date Date

4. Switching funds within a SIF Plan or SIF ISA

- Please indicate which fund(s) you want to switch out of, and the fund(s) that you want to switch into.
- If you require a switch out of more than five funds, please complete details on a photocopy of this page and attach to this Application Form.
- If you require a switch into more than five funds, please complete details of the additional funds on a photocopy of this page and attach it to this Application Form.
- 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
- We will switch your funds in to clean share classes within your chosen fund(s). Clean shares have a charging structure in which you pay a charge to the fund provider for managing the fund. 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 the relevant Costs and Charges Disclosure Document.
- Please specify if you wish to sell your entire holding in each fund, or a value in £s to switch.
- Please specify the percentage of switch proceeds you wish to invest into each new fund.
- If you are making regular payments please indicate if you wish to stop the contributions to the fund(s) you are switching out of.
- The minimum amount you can switch into each fund is normally £1,000 (£500 if you are switching into a fund you are already invested in).
- The minimum investment for regular payments is £50 per fund per month.
- Unless you are switching your entire holding, the minimum investment of £1,000 should normally remain in your current fund(s) following the completion of your switch instructions.
- Please note that if you are switching between funds which have the same settlement period your investment will normally be out of the market for two Business Days and during this time the market may move up or down, resulting in potential loss of growth and/or Income.
- **If you are switching between funds where the settlement period for the fund you are switching into is shorter than the settlement period for the fund you are switching out of, your investment could be out of the market for up to four Business Days and during this time the market may move up or down, resulting in potential loss of growth and/or Income. If the switch takes place within a SIF Plan you may incur a Capital Gains Tax liability if your gains in the year, from all sources, exceed your annual exemption.**
- **If you do not complete the instruction below we may not be able to accept this part of the application.**

Investment Choice

Please indicate the investment you are applying for by ticking the relevant box below. If you do not tick the correct box we may not be able to accept your instruction.

A separate form should be completed for each Account in which you wish to make a fund switch.

SIF Plan
 SIF ISA
 Plan/ISA number

Switch Instruction

Switch out of:

| Name of Company (eg, HSBC) | Name of Fund (eg, World Selection – Balanced Portfolio) | Sell entire holding Y/N | or | Value to sell £ | Discontinue regular savings Y/N |
|----------------------------|---|-------------------------|----|-----------------|---------------------------------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

Switch into:

| Name of Company (eg, HSBC) | Name of Fund (eg, World Selection – Cautious Portfolio) | % of Total Sale Proceeds to invest | Regular savings (if applicable)* | Income Paid Out | or | Income Accumulated |
|----------------------------|---|------------------------------------|----------------------------------|-----------------|----|--------------------|
| | | % | £ | | | |
| | | % | £ | | | |
| | | % | £ | | | |
| | | % | £ | | | |
| | | % | £ | | | |

*You will need to complete the Direct Debit instruction form in Section 9. You should insert the regular payment you want to be invested in this fund. Any existing regular payments into other funds held within your SIF Plan/ISA account will continue at the same amount unless directed otherwise.

5. Moving your existing holdings between Share Classes within a fund

- Complete this section if you want to move your existing holdings from one class of shares in a fund into another class of shares in the same fund. For example if you wish to move your existing holdings in an accumulation share class into an income share class. This is known as a “conversion”.
- Where conversions are available for the fund, we will treat your request as an instruction to convert your existing holdings between share classes. Where conversions are not available for the fund, we will treat your request as an instruction to switch your existing holdings between share classes.
- For more information about conversions please see the Key Features Document. For more information about which funds have conversions available please see the Fund Information Document.
- You should read the most recent version of the Costs and Charges Disclosure Document and KIID for the fund(s) and share class(es) you wish to invest in. These documents can be found on our website www.hsbc.co.uk/costs-and-charges
- If we are required to switch your existing holdings between share classes, your investment will normally be out of the market for up to two business days and during this time the market may move up or down, resulting in potential loss of growth and/or income. If the switch takes place within a SIF Plan you may incur a Capital Gains Tax liability if your gains in the year, from all sources, exceed your annual exemption.
- If you are a regular saver any future regular payments will automatically be invested into the share class you have moved your existing holdings into. If you want to change your regular payment you should indicate the new monthly amount in the instruction below.
- For each share class that you want to move, you should complete a separate instruction.
- An Account Fee will be payable on your holdings in clean share classes, details of which can be found in the Key Features Document and the relevant Costs and Charges Disclosure Document.

If you do not complete the instruction below we may not be able to accept this part of the application.

Investment Choice

Please indicate the investment you are requesting by ticking the relevant box below. If you do not tick the correct box we may not be able to accept your instruction.

A separate form should be completed for each Account in which you wish to move holdings from one class of shares in a fund to another class of shares in the same fund.

SIF Plan
 SIF ISA
 Plan/ISA number

| Instruction 1 | | Move out of | Move into | | | | |
|----------------------------|---|---------------------------|---------------------------|--|-----------------|----|--------------------|
| Name of Company (eg, HSBC) | Name of Fund (eg, World Selection – Balanced Portfolio) | Share class* ¹ | Share class* ¹ | Regular payment amount £* ² | Income Paid Out | or | Income Accumulated |
| | | | | | | | |

| Instruction 2 | | Move out of | Move into | | | | |
|----------------------------|---|---------------------------|---------------------------|--|-----------------|----|--------------------|
| Name of Company (eg, HSBC) | Name of Fund (eg, World Selection – Cautious Portfolio) | Share class* ¹ | Share class* ¹ | Regular payment amount £* ² | Income Paid Out | or | Income Accumulated |
| | | | | | | | |

| Instruction 3 | | Move out of | Move into | | | | |
|----------------------------|--|---------------------------|---------------------------|--|-----------------|----|--------------------|
| Name of Company (eg, HSBC) | Name of Fund (eg, World Selection – Dynamic Portfolio) | Share class* ¹ | Share class* ¹ | Regular payment amount £* ² | Income Paid Out | or | Income Accumulated |
| | | | | | | | |

*¹ Clean income/Clean accumulation.

*² Only complete if you want to change your regular payment amount. You will need to complete the Direct Debit instruction form in Section 9. You should insert the regular payment you want to be invested in this fund. Any existing regular payments into other funds held within your SIF Plan/ISA account will continue at the same amount unless directed otherwise.

6. Income instruction

Income (including any interest) from all investments ie, SIF Plan and/or SIF ISA will be paid into the same bank account.

- To be completed only if you have chosen to have income (including any interest) paid out directly into your chosen bank account.
- Income (including any interest) payments can generally only be made to the investor(s) and not to any third party.
- If you are switching funds or moving holdings between share classes within a SIF Plan or SIF ISA and you have previously chosen to have income (including any interest) reinvested but would now like it paid out you should complete this income instruction and choose a payment frequency.

Please write the name and the full postal address of your Bank/Building Society branch below.

| | | | | | | | | | | | | | | | | | | | |
|--|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Bank or Building Society name | <input type="text"/> | | | | | | | | | | | | | | | | | | |
| Address | <input type="text"/> | | | | | | | | | | | | | | | | | | |
| | <input type="text"/> | | | | | | | | | | | | | | | | | | |
| | <input type="text"/> | | | | | Postcode | <input type="text"/> | | | | | | | | | | | | |
| Name(s) in which the account is held | <input type="text"/> | | | | | | | | | | | | | | | | | | |
| Branch Sort code | <input type="text"/> | <input type="text"/> | - | <input type="text"/> | <input type="text"/> | - | <input type="text"/> | <input type="text"/> | Account number | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Roll number (for Building Society accounts only) | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

(Bank accounts eight digits only)

Payment frequency

Please select one of the following payment options. If you do not tick any of the boxes, we will pay income (including any interest) immediately, (ie, within four business days of it being paid into your SIF Plan and/or ISA Account).

Immediately Quarterly Six-monthly Annually

- Please note that we cannot pay an income (including any interest) to you unless you provide your bank/building society account details.
- If you do not select to have income (including any interest) paid out then we will generally invest your money in accumulation shares/units where available. Income (including any interest) earned on accumulation shares/units is reflected in the funds share price. It is not used to purchase additional shares/units in the fund.
- If you select to have income (including any interest) paid out, then we will invest your money in income shares/units. Please complete the income instruction in this section.

Please refer to the Key Features Document for income payment dates.

7. Declaration and Signature(s)

I/We hereby declare that:

- I/We have received the relevant Key Features Document, Key Investor Information Document* (KIID) 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.
- Any information provided in respect of this application is true and correct 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 understand that an Account Fee is payable for clean share classes, details of which can be found in the Key Features Document.
- I/we give consent for information in relation to Selected Investment Funds to be provided to me/us electronically through the hsbco.uk website.

If I am making an additional investment into an ISA, I declare that:

- I am resident in the United Kingdom for tax purposes or, if not so resident, either perform duties which, by virtue of Section 28 of Income Tax (Earnings & Pensions) Act 2003 (Crown employees serving overseas), are treated as being performed in the United Kingdom, or I am married to, or in a civil partnership with, a person who performs such duties;
- I will inform HSBC Trust Company (UK) Limited if I cease to be so 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, into the ISA belong to me;
- I have not subscribed and will not subscribe more than the overall subscription limit in total to any combination of permitted ISAs in the same tax year;
- I have not subscribed 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/We authorise HSBC Trust Company (UK) Limited to:

- make income (including any interest) payments to the bank/building society account indicated in Section 6 of this Application Form where I/we have requested this.

Please note: 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.

Please note that you are only entitled to sign this form under the following circumstances:

- If you have a valid Power of Attorney granted for other reasons and you have not selected the ISA Subscription option. A certified copy of the Power of Attorney will be required and must have been granted within the last twelve months, or
- 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 1st October 2007 must be registered with the Court of Protection). Alternatively you may be appointed as a deputy by the Court of Protection. A certified copy of the Power of Attorney and a stamped copy of the Court of Protection Order will be required in order to process the application.

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.

Name

Legal 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 Telephone

No Email

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

*Not applicable to ISA applications

8. Checklist – please ensure you do the following:

- Indicate your Investment choice in Section 3 for Additional Investments and/or Section 4 for Switching and/or Section 5 for Moving your existing holdings between Share classes within a fund.
- Select whether you want income (including any interest) paid out or reinvested in Section 3 (Fund Choice) for Additional Investment and/or Section 4 (Switch Instruction) for Switches and/or Section 5 for Moving your holdings between Share classes.
- Where you have selected income (including any interest) to be paid out, select a payment frequency and complete the income instruction in Section 6.
- Ensure that all cheques (if appropriate) are signed and dated and make reference to the investor as named in Section 1, eg, HSBC Trust Company (UK) Limited re: [name of investor].
- If you are paying for your additional investment by direct transfer from an HSBC Bank or First Direct account, check that all details are completed and signatures provided in Section 3 (Payment method for Additional Investment) as appropriate.
- Sign and date the declaration in Section 7.
- You have received the Key Investor Information Document (where appropriate).
*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 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.
- If you have further queries relating to identification and verification, please call us on the telephone number on the first page.
- Complete your direct debit mandate in Section 9 (regular savers only).
- Send your Application Form direct to: HSBC Trust Company (UK) Limited, HSBC Investment Services, PO Box 6189, Coventry CV3 9HS.

HSBC Trust Company (UK) Limited is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Registered in England number 106294.
Registered office: 8 Canada Square, London E14 5HQ.

hsbc.co.uk

Issued by HSBC Trust Company (UK) Limited
HSBC Investment Services, PO Box 6189, Coventry CV3 9HS

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