

# transfer authority and transfer history form

STOCKS AND SHARES INDIVIDUAL SAVINGS ACCOUNTS



### Instruction to the ISA holder

Please complete all sections excluding page 6 and 7 and return to:

**Financial Services  
Ecclesiastical Investment  
Management Limited,  
Beaufort House,  
Brunswick Road,  
Gloucester GL1 1JZ**

Authorised and regulated by the  
Financial Services Authority (FSA)

- (i) You must use a new ISA transfer authority form for each existing plan manager from whom you are transferring to an Ecclesiastical ISA
- (ii) You can only use this form to transfer a stocks and shares ISA to an Ecclesiastical stocks and shares ISA
- (iii) If you wish to transfer your cash ISA to an Ecclesiastical stocks and shares ISA you will need to contact us for a cash ISA transfer authority form
- (iv) If you wish to make subscriptions to this ISA in the current tax year you will need to contact us for an ISA application form

Please note that we will arrange the transfer of your ISA directly with your existing ISA manager, who will require the details provided.

**Please do not send this form to your existing ISA manager**

### Instruction to the existing ISA manager

Please complete all sections of the transfer history form on page 6 and 7, ensuring that you give us the customer's full name, account number, date of birth and National Insurance number.

Once complete return this form to us together with the proceeds cheque made payable to 'EIM Limited' and send to:

**Financial Services  
Ecclesiastical Investment  
Management Limited,  
Beaufort House,  
Brunswick Road,  
Gloucester GL1 1JZ**

**To be filled in by the ISA holder****Personal details****1 Name**

Title (Mr/Mrs/Miss/Ms/Dr/Revd)

Surname

First names

**2 Details**

Date of birth

**3 National Insurance 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"/>
----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------

If you do not have a National Insurance number, tick here

**4 Permanent residential address and contact details**

Postcode

Telephone

Email

Existing Ecclesiastical ISA account number (if applicable):

**Investment split****1 Please tell us how you would like your investment split****Fund**

Amity UK Fund

Amity European Fund

Amity International Fund

Amity Sterling Bond Fund

Higher Income Fund

UK Equity Growth Fund

**Total investment**

Minimum lump sum investment £200 per fund

**Percentage**

<input type="text"/>	%
<input type="text"/>	%
<input type="text"/>	%
<input type="text"/>	%
<input type="text"/>	%
<input type="text"/>	%
<input type="text"/>	%
<b>100 %</b>	

**2 Please tick box as appropriate**

I require my income to be paid out to me\*

I require my income to be reinvested into my account\*

\* for details or distribution dates, please see the simplified prospectus

### Adviser details – to be completed by your Financial Adviser

#### 1 Adviser name

#### 2 Adviser company details

Company name	
Address	
Postcode	FSA Number
Telephone	Email

#### 3 Discount

#### Commission

### ISA manager details

#### 1 Company name

#### 2 Address

Address	
Address	
Postcode	

#### 3 ISA name and reference no.

e.g. XYZ Stockbroker ISA 123456

#### ISA year(s) you wish to transfer

e.g. '1999' or 'all'

### Instructions to existing ISA manager

I hereby authorise you to redeem all plan investments of the above ISA(s) and transfer the proceeds of each to Ecclesiastical Investment Management Limited and forward any outstanding dividends and tax credits when received. I also authorise you to provide Ecclesiastical Investment Management Limited with any information it requires and accept from them any instruction regarding the above ISA.

Signature

Date

## Declaration

I agree to be bound by the terms and conditions, including any supplementary terms and conditions as described to me in the Simplified Prospectus document and the requirements of the HM Revenue & Customs relating to ISA schemes. I authorise EIM and its agents to (i) hold my ISA investments, dividends and any other rights or proceeds in respect of those investments (ii) make on my behalf any claims to relief from tax in respect of ISA investments and (iii) on my written request to transfer or pay me, as the case may be, ISA investments, interest, dividends, rights or other proceeds in respect of such investment. I declare that this application form has been completed to the best of my knowledge and belief. I agree to EIM Ltds ISA Terms & Conditions.

### stocks and shares ISA declaration

I am 18 years of age or over. I have not subscribed, and will not subscribe, more than the overall subscription limit in total to a cash ISA and a stocks and shares ISA in the same tax year.

Signature

Date

### Data Protection Act

Ecclesiastical will always act responsibly with your personal data. By submitting your personal details you consent to us using this information in the ways described in our Privacy Policy, which includes sending you emails from time to time, telling you about offers, discounts or other information which we think may be of interest to you, about our business partners which we have carefully selected and from ourselves. You can opt out at any time.

Our privacy policy can be found at [www.ecclesiastical.com/privacypolicy](http://www.ecclesiastical.com/privacypolicy) or by writing to us at our registered office address.

Please tick if you do not wish to receive marketing information by email about our business partners

Please tick if you do not wish to receive marketing information by email from members of the Ecclesiastical Group

### Electronic Verification

Current Legislation and Regulations state that we must check your identity and the source of the money invested. The checks may include an electronic search of information held about you on the electoral roll and using credit reference agencies. If you fill in the application form you are giving us permission to ask for this information in line with the Data Protection Act 1998. If you invest through a financial adviser they must fill an identity verification certificate on your behalf and send it to us with your application.

### Personal Data

We may transfer your personal information to countries located outside of the European Economic Area (the EEA). This may happen when our servers, suppliers and/or service providers are based outside of the EEA. The data protection laws and other laws of these countries may not be as comprehensive as those that apply within the EEA. In these instances we will take steps to ensure that your privacy rights are respected. Details relevant to you may be provided upon request.

### Any questions?

If you have any questions about your application please contact your Financial Adviser or you can call our customer helpline on: 0845 777 3322 or email us at: [financial.services@ecclesiastical.com](mailto:financial.services@ecclesiastical.com)

**Please now send this form back to us.**

**We will send the form onto your existing ISA manager to request the cheque.**

# stocks and shares transfer history form

To be filled in and returned by the existing ISA manager

## Personal details of investor

### 1 Name

Title (Mr/Mrs/Miss/Ms/Dr/Revd)

Surname

First names

### 2 Details

Date of birth

### 3 National Insurance number

--	--	--	--	--	--	--	--	--	--

### 4 Permanent residential address

Postcode

Telephone

## ISA details

**Account number:**

**Total amount subscribed in current tax year:**

£

**Type of ISA:**

(‘A’ if current year subscriptions to a stocks and shares ISA are being transferred and ‘X’ if only previous years subscriptions are being transferred)

**Share scheme transfers (included above):**

£

**Date of transfer:**

/ /

**Date of first subscription in current tax year:**

/ /

**Total amount transferred:**

£

## Declaration

I declare that

- I have fulfilled all the obligations imposed on me by the ISA Regulations
- I have transferred to you or your nominee any ISA investments that are being transferred by virtue of the transfer of this ISA and, if appropriate, I have taken the necessary steps to ensure that the ISA investments can be registered in your name or the name of your nominee
- The information supplied with this notice is correct

Signature

Date

For and on behalf of

Savings & Investments  
Life Assurance  
Protection products  
Retirement planning  
Mortgages  
Home insurance  
Car insurance  
Travel insurance  
Wedding insurance  
Church insurance  
Church Hall insurance  
Charity insurance

For further information on any of our products, call us on

**0845 777 3322**

Monday to Friday 8am to 6pm. We may monitor or record calls to improve our service

You can email us at

**[financial.services@ecclesiastical.com](mailto:financial.services@ecclesiastical.com)**

Or visit us at

**[www.ecclesiastical.com](http://www.ecclesiastical.com)**

If you would like this booklet in large print, braille, on audio tape or computer disc please call us on 0845 777 3322. You can also tell us if you would like to always receive literature in another format.



Beaufort House, Brunswick Road,  
Gloucester GL1 1JZ

Ecclesiastical Investment Management Limited (EIM) Reg. No. 2519319. This company is registered in England at Beaufort House, Brunswick Road, Gloucester, GL1 1JZ, UK. EIM is authorised and regulated by the Financial Services Authority and is a member of the Financial Ombudsman Service and the Investment Management Association.