

# Appointment of Investment Adviser

Please complete this form in English using **BLOCK CAPITALS** and black ink. If you make a mistake, please cross it out and correct it, initialling any amendments. Please do not use correction fluid or any other method for deleting information.

**For Reserve + only :**

Reserve + is available only for non-UK residents. Each policy is governed by and shall be construed in accordance with the law of the United Arab Emirates.

An Arabic version of this document will be made available upon request.

**To: Friends Provident International Limited**

**Part A**

Reserve  Reserve +

Reserve/Reserve + policy number

Name of investment adviser company ('the adviser')

Agency number of the adviser

Address of the adviser

**Declaration**

I declare that I wish to appoint the adviser to be the investment adviser of the underlying assets held within my Reserve/Reserve + policy, in accordance with the Investment restrictions specified on page 3. I request Friends Provident International to enter into any formal agreements required by the adviser to facilitate this appointment.

**Authority granted**

I grant the adviser authority to act in the following capacity (please read the three options carefully before indicating the authority you have granted to your investment adviser).

Please tick one box only.

**Option 1: Advisory basis only, my signed consent required**

I declare that the adviser will discuss any proposed alterations to the composition of the Reserve/Reserve + policy with me, and Friends Provident International will only act upon investment instructions that I, as policyholder(s), have signed. **Friends Provident International will not action any instructions that have not been signed by me.**

**Option 2: Advisory basis only, without signed consent**

I declare that the adviser will discuss any proposed alterations to the composition of the Reserve/Reserve + policy with me, and obtain my agreement before any changes are made. **I authorise my adviser to submit written instructions to Friends Provident International on my behalf, without the need to obtain my signature(s) on these instructions.**

**Option 3: Delegated investment management**

I declare that I have delegated investment decisions to the adviser, who has complete discretionary authority, without consulting me first, to make all investment decisions to buy or sell assets, hold cash or other investments, within the boundaries of the investment restrictions detailed below. **I authorise Friends Provident International to act upon the investment instructions of the adviser as if the adviser was the policyholder.**

I agree that Friends Provident International shall not be responsible for any loss or liability to my Reserve/Reserve + policy, as a result of the actions, or failure to take action, on the adviser's part, or the part of any legal or natural person appointed by the adviser, which gives rise to any loss in value to my Reserve/Reserve + policy howsoever arising.

## Part B

### Remuneration (please tick one box)

I have agreed with the adviser that a fee will not be paid.

I authorise Friends Provident International Limited to make a withdrawal from the Reserve/Reserve + policy of: USD  GBP  Other  Amount  a quarter

or  % per annum of the fund value as an ongoing fee, up to a maximum of 1.5%, at the quarterly valuation point.

or  % of the initial premium/top up paid as a one-time fee, up to a maximum of 2.5%, plus  % per annum of the fund value as an ongoing fees, up to a maximum of 1.5%, at the quarterly valuation point. **(Only available within Reserve +)**

I understand that an amount equivalent to this withdrawal shall be payable by Friends Provident International Limited to the adviser on my behalf.

## Part C

### Investment restrictions

The following lists show the assets permitted within the collective investments and personalised assets versions of Reserve/Reserve + policy.

It is important that you understand which version you will be investing in and do not invest outside of these parameters. Each asset will be vetted on an individual basis against our internal criteria and we reserve the right to refuse any asset.

Friends Provident International is the beneficial owner of all of the assets held within the policy, which are held in Friends Provident International's name.

#### a) Collective investments

This option allows you to invest in the following:

- UK authorised unit trusts
- UK authorised investment trusts or an overseas equivalent (excluding warrants)
- UK REIT or an overseas equivalent
- open-ended investment companies
- an interest in an overseas collective investment scheme<sup>†</sup>, that is structured as one of the following:
  - an open-ended investment company
  - a unit trust
  - offshore reporting and non-reporting funds.
- hedge funds and exchange-traded funds are permitted provided they comply with one of the structures above
- Authorised Contractual Schemes\*
- cash, including bank and building society deposits.

<sup>†</sup> 'Collective investment' as defined in section 235 of the UK Financial Services and Markets Act 2000.

\* 'Authorised Contractual Schemes' as defined by section 235A(1) of UK Financial Services and Markets Act 2000.

#### b) Personalised assets\*

The personalised assets option allows you to invest in the following:

- equities and fixed-interest securities (including Sukuks) quoted on most recognised stock exchanges
- unit trusts
- open-ended investment companies
- investment trusts
- Real Estate Investment Trusts
- offshore reporting and non-reporting funds
- government securities
- hedge funds, funds of hedge funds and exchange-traded funds
- cash, including bank and building society deposits.

In normal circumstances Friends Provident International will not accept the following assets:

- shares in any company which is part of the group of companies of which Friends Provident International Limited is a member
- commodities
- real property
- futures and options
- precious metals
- UK National Savings and investments products
- US mutual funds, unless a fund is discretionary-managed
- Friends Provident International mirror funds.

\* **Only Personalised assets are available for Reserve +.**

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## Part D

### Fees and commissions

I am aware that certain investments the adviser makes on my behalf from time to time may contain fees which exist partly to meet promotion and distribution expenses of the investment, including commission paid to my adviser. I understand that full details of any commissions paid in respect of certain investments held within the Reserve/Reserve + policy are available on request from my adviser.

I acknowledge that the above fees and commissions are in addition to Friends Provident International's Reserve/Reserve + policy charges and any Investment Adviser fee taken under Part B.

	First (or only) applicant	Second applicant
Signature(s) of applicant(s)	<input type="text"/>	<input type="text"/>
Date	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>

## Important note

If you are licensed to provide financial services in one of the following jurisdictions, please complete Part E below.

**Australia, Canada, Gibraltar, Guernsey, IOM, Jersey, Mauritius, New Zealand, South Africa, Sweden, Taiwan, UK**

If you are not licensed in a country or jurisdiction listed above, please complete Part F.

### Declaration

On behalf of the 'investment adviser' named in Part A, I have read and understood the investment options and agree to act in accordance with them. The capacity in which I will act as investment adviser will be:

Please tick one box only.

**Advisory basis only, (the Applicant(s) has/have selected Option 1 in Part A)**

I confirm that I hold the appropriate authorisation to provide ongoing investment advice to the Applicant(s). I understand that Friends Provident International can only act upon investment instructions that have been signed by the Applicant(s).

**Advisory basis only, (the Applicant(s) has/have selected Option 2 in Part A)**

I confirm that I hold the appropriate authorisation to provide ongoing investment advice to the Applicant(s). I understand that I must obtain the Applicant's/ Applicants' agreement to any investment advice given and that I may be asked to provide such agreement to Friends Provident International if requested.

**Delegated Investment Management, (the Applicant(s) has/have selected Option 3 in Part A)**

I confirm that I hold the appropriate authorisation enabling me to provide investment instructions to Friends Provident International, and that I have the agreement of the Applicant(s) to issue investment instructions on their behalf.

## Part E

I confirm that I am licensed by a regulatory body located in one of the following jurisdictions:

**Australia, Canada, Gibraltar, Guernsey, IOM, Jersey, Mauritius, New Zealand, South Africa, Sweden, Taiwan, UK**

and I am required by my regulatory body to comply with legislation in accordance with (or equivalent to) the EU Money Laundering Directives.

I am regulated by

 (name of regulatory body)

in

 (country)

My regulatory licence number is

I confirm that I will comply with all legal and regulatory requirements of the country where I am licensed to provide financial advice.

I confirm that I will notify you of any changes to my authorisation including any disciplinary action taken against me.

**Signature of adviser**

Date

Name of adviser

For and on behalf of (name of firm)

Address of firm

Telephone number

Fax number

Email address

## Part F

### Identification requirements – notes

**These notes apply only if Part F is completed.**

The principal requirement is to look behind the corporate entity to identify those who have ultimate control over the business and company's assets. Where the shareholder is a holding company, trust or nominee, then Friends Provident International is required to look behind this to the ultimate beneficial owner and verification of identity of the ultimate beneficial owner must be obtained, together with evidence demonstrating beneficial ownership.

Verification of the identity: this is deemed to comprise:

- Certified copy of the Certificate of Incorporation
- A list of all Directors and certified ID & VOA for two, one of which must be an executive, (we will require full name, residential address and date of birth of each director).
- Evidence of the registered office address (if this is not the address on the application we require evidence that the address is being used and confirmation of why there is a difference).
- Confirmation that the company has not been, or is not in the process of being dissolved, struck off, wound up or terminated.
- A list of shareholders and certified ID and address verification for those holding 25% or more of the shares (we will require full name, residential address and date of birth for all shareholders).

I understand that its principal regulator requires Friends Provident International to complete an identification check on the investment adviser firm and I must provide identification requirements as in the above notes, if not previously provided, before this appointment of investment adviser form can be accepted.

I confirm that I will comply with all legal and regulatory requirements applicable. I confirm that I will notify you of any changes to the brokerage including any disciplinary action taken against me or the company.

**Signature of adviser**

Date

Name of adviser

For and on behalf of (name of firm)

Address of firm

Telephone number

Fax number

Email address

Any references to 'we', 'us' and 'our', refer to Friends Provident International. Friends Provident International is a business name for Friends Provident International Limited.

The information given in this document is based on the understanding of Friends Provident International of current law and Isle of Man taxation practice, as at October 2020, which may change in the future. No liability can be accepted for any personal tax consequences of this policy or for the effect of future tax or legislative changes. We do not condone tax evasion and our products and services may not be used for evading your tax liabilities.

A copy of this application form and the documents submitted with your application will be provided to you with your policy documents. These are important and valuable documents and it is likely that you will need to refer to them in future. You are advised to keep them together with the policy documents and any further correspondence relating to your policy in a safe place.

Investment involves risk. Past performance should not be viewed as a reliable guide of future performance. Fund prices may go up and down depending upon underlying investment performance, and the value of your investment cannot be guaranteed. Investments held within a fund may not be denominated in the currency of that fund and the value of those assets can go up and down simply because of movements in currency exchange rates. All fund performance is quoted net of annual charges.

All policyholders are protected by the Life Assurance (Compensation of Policyholders) Regulation 1991 of the Isle of Man, wherever their place of residence.

Investors should be aware that specific investor protection and compensation schemes that may exist in relation to collective investments and deposit accounts are unlikely to apply in the event of failure of such an investment held within insurance policies.

Complaints we cannot settle can be referred to the Financial Services Ombudsman Scheme for the Isle of Man.

Some telephone communications with Friends Provident International are recorded and may be randomly monitored.

Unless stated otherwise above, each policy is governed by and shall be construed in accordance with the law of the Isle of Man. However, this will not preclude the right to bring legal action in a Hong Kong court. If you effect a policy whilst resident in the United Arab Emirates, all disputes regarding your investment will be subject to the non-exclusive jurisdiction of the courts of the United Arab Emirates.

## Data Privacy

We take the responsibility of handling your personal data very seriously and we will only ask you for details required to process your requests to us. Please be aware of our privacy policy – please visit [www.fpinternational.com/legal/privacy-and-cookies](http://www.fpinternational.com/legal/privacy-and-cookies) to view the full policy, or this can be provided on request from our Data Protection Officer.