

# Switch/Redirection Request

## Please return the completed form

Either via hardcopy to the following address:

**Switches Department  
Friends Provident International Limited  
Royal Court  
Castletown  
Isle of Man  
British Isles  
IM9 1RA**

OR simply email a scanned copy to [ccs@fpiom.com](mailto:ccs@fpiom.com)

If you need any assistance in completing the form, please contact us at:

Telephone: +44(0) 1624 821 212

Fax: +44(0) 1624 824 405

Email: [ccs@fpiom.com](mailto:ccs@fpiom.com)

**Please complete this form in English, using block capitals.**

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 incorrect information.

## Checklist

Please tick to confirm the following before submitting your instruction.

**Correct fund code**

**Your fund selections are available** (for information on our fund range, please visit our website or speak to your financial adviser)

**The total switch in and/or redirection percentages add up to 100%**

**From the combination of requested new funds and allocated future premiums, the instruction will not result in the policy holding more than 10 funds**

**You have not included separate instructions for Initial Units and Accumulation Units** (these cannot be switched separately)

**The instruction has been signed by all policyholders and assignees if applicable, or by a third party who has been granted Optional Management Authority**

## Important notes

### Processing fund switches

We will process your instruction on the day which we receive it, subject to:

- **Your instruction being received by 12pm (UK time) on that day**
- **Our office being open for work on that day**
- **All necessary documentation being supplied**
- **Compliance with your policy Terms and Conditions.**

If, for whatever reason and further to the aforementioned criteria, we are unable to process your instruction on the day which we receive it, we will process it on our first working day thereafter.



