

## Shares ISA

Please also complete the transfer form if you are opening your ISA by transferring from another manager.

Please return your completed form in the envelope provided (no stamp is needed), alternatively post it to: Selftrade, Account Management, Boatman's House, 2 Selsdon Way, London E14 9LA.

On completion and submission of this form you will be subject to our Terms and Conditions.

You **must** complete all fields marked\* Please use **CAPITALS**

This application relates to the tax year: \*

6 April     to 5 April

## Section A Personal details

Selftrade account number if applicable

Title\* Mr  Mrs  Miss  Ms

Other title

Surname\*

Any other surname used in last 3 years

Forenames\*

Mother's maiden name\* for security purposes

Permanent residential address\*

Date of birth\*

Postcode\*

Nationality\*

Previous address\* if you have moved in the last 2 years

Daytime phone\*

Evening phone

Postcode\*

Mobile phone\*

Email address\*

Your National Insurance number\* Yes: I have a National Insurance number

Please enter it here

No: I declare that I do not have a National Insurance number   
You **must** provide this or declare that you do not have one

Does your employer need copy contract notes?\* Yes  No   
We can provide **one** set of copy contract notes

Address

Company name

Contact person

Postcode

## Section B Banking details

You **must** set up a Direct Debit instruction from a UK bank account to open a Selftrade account. You do not have to fund your account by Direct Debit. Your ISA annual account fee will be taken from the Dealing account that we open alongside your ISA. If there is insufficient cash in the Dealing account, we will debit your bank account to cover the fees.

This Direct Debit instruction gives you the flexibility to make payments at any time to and from your Selftrade account.

Funds will take at least three working days to clear. For immediate account funding, you can use a Switch/Maestro or VISA Delta debit card.

Please note that any cash withdrawn from an ISA cannot be repaid.

Selftrade will only execute trades if there are sufficient cleared funds available within the account to cover the cost of the trade.

### Instruction to your Bank or Building Society to pay by Direct Debit

Please fill out the whole form using a ball point pen and send to:

Selftrade, Account Management, Boatman's House, 2 Selsdon Way, London E14 9LA.



Name(s) of Account Holder(s)

Originator's Identification Number

8	0	8	6	0	4
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Branch Sort Code

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Reference Number (please leave blank)

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Bank/Building Society account number

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

Instruction to your Bank or Building Society

Please pay Talos Securities Limited, trading as Selftrade, Direct Debits from the account detailed in this instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with Talos Securities Limited, trading as Selftrade, and, if so, details will be passed electronically to my Bank/Building Society.

Name and full postal address of your Bank or Building Society

To: The Manager	Bank/Building Society
Address	
Postcode	

Signature(s)

X

Date

Banks and Building Societies may not accept Direct Debit instructions for some types of account

THIS INFORMATION IS FOR SELFTRADE USE ONLY

This is not part of the instruction to your Bank or Building Society.

#### Setting up regular payments

**Do you want to make regular payments from your bank account into your Selftrade account?**

Yes  No

If **Yes**, please choose the date you would like payments to be debited from your bank account

1st  15th

We will collect payments on the working day closest to this date each month

Amount that you would like to transfer each month

£

### Direct Debit Guarantee

This Direct Debit Guarantee should be detached and retained by the payer.



- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits
- If there are any changes to the amount, date or frequency of your Direct Debit Talos Securities Limited, trading as Selftrade, will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Talos Securities Limited, trading as Selftrade, to collect a payment, confirmation of the amount and date will be given to you at the time of the request
- If an error is made in the payment of your Direct Debit by Talos Securities Limited, trading as Selftrade, or your bank or building society you are entitled to a full and immediate refund of the amount paid from your bank or building society - If you receive a refund you are not entitled to, you must pay it back when Talos Securities Limited, trading as Selftrade, asks you to
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.

## Section C Funding your ISA

Please tick one or more options

<b>Debit card</b>	<b>I want to fund my Selftrade ISA by debit card once the ISA is open.</b>	<input type="checkbox"/>	
<b>Cheque</b> takes 3-5 working days to clear	<b>I want to fund my Selftrade ISA by cheque.</b> I enclose a cheque payable to 'Selftrade client account' to fund my account I understand that you will return the cheque if my application is unsuccessful.	<input type="checkbox"/>	£ <input type="text"/>
<b>Dealing account</b>	<b>I want to transfer funds from my Selftrade Dealing account to subscribe to my ISA.</b> I understand the transfer will only take place once my application has been accepted.	<input type="checkbox"/>	£ <input type="text"/>
<b>Monthly payments</b>	<b>I want to make regular payments from my nominated bank account to my ISA.</b> I have completed the request in Section B of this application form. I understand that the payments will be taken each month and will begin once my application has been accepted.	<input type="checkbox"/>	
<b>ISA transfer</b>	<b>I want to open my ISA by transferring from another manager.</b> I have completed and signed the attached Shares ISA transfer form.	<input type="checkbox"/>	

## Section D Declaration and signature

Please read this section carefully before signing the Declaration

I declare that:

- all subscriptions made, and to be made, belong to me;
- 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;
- I have not subscribed and will not subscribe to another stocks and shares ISA in the same year that I subscribe to this stocks and shares ISA, and
- I am resident and ordinarily 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 Selftrade if I cease to be so resident and ordinarily resident or to perform such duties or be married to, or in a civil partnership with, a person who performs such duties.
- I authorise Selftrade:
  - to hold my cash subscription, ISA investments, interest, dividends and any other rights or proceeds in respect of those investments and any other cash
  - to make on my behalf any claims to relief from tax in respect of ISA investments.
- Where applicable, I appoint Selftrade as my agent to undertake the transactions enclosed with this declaration.

- I agree to be bound by the Terms and Conditions and will promptly inform you of any changes in my circumstances.
- I accept that you may, in your absolute discretion, decline this application without reason being given.
- I acknowledge that Selftrade offers an execution-only service.
- I declare that this application form has been completed to the best of my knowledge and belief.
- I authorise the instruction to my bank or building society to pay Talos Securities Limited Direct Debits from the nominated account.
- I permit Selftrade to submit the data provided by me in this application to Experian for the purpose of verifying my identity. A record of the search will be made.

Signature\*

X

Date\*

DD / MM / YYYY

By becoming a client of Selftrade you consent to us holding and using information for the purposes set out in our Terms and Conditions. In accordance with the Terms and Conditions we may, from time to time, send you information regarding new products and promotions. If you would prefer not to be informed of these,

### Supporting documentation

#### Existing customers

Please indicate your account number in Section A. You do not need to provide any supporting documentation.

#### New customers

Please include supporting documentation as detailed below. Bank statements **must** be originals **and** less than 3 months old.

**Photocopies cannot be accepted.** We will return any original documents under separate cover to you as soon as we have processed your application.

**If you have been at your current address for more than two years and are on the current Electoral Roll**, please include:

- A statement showing your name and address from your nominated bank account\*.

**If you have been at your current address for less than two years and/or are not on the current Electoral Roll**, please include:

- A statement showing your name and address from your nominated bank account\* **plus** one of the following:

- A current HM Revenue & Customs Tax Notification, **or**
- Certified copy of your current UK driving licence, **or**
- Certified copy of your current signed passport.

**The certified copies must be officially stamped and signed together with the following statement** 'certified as a true copy of the original' **by a UK lawyer, bank manager, or accountant. The person certifying your documents must give his/her full name, address and daytime telephone number.**

#### \*Important note - Internet bank account

If you have nominated an internet bank account, we will accept a statement on which the bank's logo, your account number, plus your name and address are displayed. Should any of this information be missing, please supply **one** of the following:

- a letter from your bank confirming your bank account number
- a cheque from the account crossed through with 'VOID'.

If you have been at your current address for less than two years, you **must** in addition provide an original utility bill less than 3 months old and showing your name and address. Photocopies, mobile phone and internet utility bills cannot be accepted.

If you already have a Selftrade ISA and want to transfer existing securities from another manager, you only need to complete this form. If you do not have a Selftrade ISA, please complete this form together with the Shares ISA application form for the current tax year.

Please return your transfer form (and application form if required - **do not detach**) in the envelope provided (no stamp is needed), alternatively post it to: Selftrade, Account Management, Boatman’s House, 2 Selsdon Way, London E14 9LA.

On completion and submission of this form you will be subject to our Terms and Conditions.

## Section E Existing ISA manager and your details

you must complete all fields marked \*  
please use **CAPITALS**

### Existing ISA manager

**Company name\***

**Address\***

**Postcode\***

**Phone number\***

**Account number\***

**Contact person(s)**

**Email address**

### Your details

**Selftrade account number** if applicable

**Title\*** Mr  Mrs  Miss  Ms  Other title

**Surname\***

**Forenames\***

**Permanent residential address\***

**Postcode\***

**Daytime phone\***

**Evening phone**

**Mobile phone**

## Section F About the securities and cash you want to transfer

### Description of transfer (as described below)

Transfer Securities only	<input type="checkbox"/>	Transfer Securities <b>and</b> cash	<input type="checkbox"/>
Transfer Cash only	<input type="checkbox"/>	Liquidate some/all securities <b>and</b> transfer	<input type="checkbox"/>
<b>Type of ISA to be transferred*</b>		Please tick one only	
Stocks & Shares ISA	<input type="checkbox"/>	Cash ISA	<input type="checkbox"/>

## Securities

### Details of Securities to be transferred

Quantity

Details of Securities to be transferred	Quantity

### Details of Securities to be liquidated

Quantity

Details of Securities to be liquidated	Quantity

## Cash

Approximate amount of residual cash to transfer (and sale proceeds, if applicable)

€

Please indicate any special instructions you would like us to pass on to your existing ISA manager

## Section G Declaration

### Investor declaration to existing ISA manager:

I wish to transfer my existing ISA detailed above to a Selftrade Shares ISA with immediate effect. I hereby declare that you may:

- provide Selftrade with any information they may require pertaining to the ISA I wish to transfer.
- act upon instructions from Selftrade.
- any cash balance in my account should be remitted by cheque to Selftrade (payable to 'Selftrade client account').
- deduct any charges for the transfer of this ISA as detailed in your Terms and Conditions.

Signature\*



Date\*

DD / MM / YYYY

Do not detach

## If you are new to Selftrade, where did you hear about us?

Internet*	<input type="checkbox"/>	Newspaper*	<input type="checkbox"/>	Promotional code*	<input type="checkbox"/>	*Please give details <input type="text"/>
Magazine*	<input type="checkbox"/>	Outdoor*	<input type="checkbox"/>	Recommendation*	<input type="checkbox"/>	
Mailshot*	<input type="checkbox"/>	Pension Administrator*	<input type="checkbox"/>	Other*	<input type="checkbox"/>	

## Checklist

Personal details	<input type="checkbox"/>	Ensure that you have completed all personal details including address, postcode, date of birth and National Insurance number (if applicable).	Documentation	<input type="checkbox"/>	Ensure that you have provided any documentation as detailed in Section D to support your application.
Banking details	<input type="checkbox"/>	Ensure you have supplied your banking details.	Declaration	<input type="checkbox"/>	This section must be read and signed.
Opening an ISA	<input type="checkbox"/>	Ensure that you have enclosed a cheque if you are opening your ISA by cheque.	ISA Transfer Form	<input type="checkbox"/>	Ensure that you have completed and signed the Transfer form if you are transferring an existing ISA from another manager.

### What to do now

Please send your application and supporting documentation to us using the enclosed reply-paid envelope. Alternatively post it to Selftrade, Account Management, Boatman's House, 2 Selsdon Way, London E14 9LA.

### What will happen next

#### Existing customers

We will notify you when your account has been activated. Your existing account number and PIN will enable you to access your new account.

#### New customers

We will send you a welcome pack with your account number and other information about using the service. We will send your PIN (Personal Identification Number) separately for security. We will also return your original supporting documentation under separate cover. If your application is unsuccessful we will return your documentation and cheque (if applicable).