

# Child Trust Fund



0845 0700 720  
www.selftrade.co.uk

If you wish to transfer an existing Child Trust Fund (CTF) from another manager, please complete both parts of this Transfer Application form. 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.

The Account is held in the name of, and is owned by, the child who is the beneficial owner of the assets and who will assume management at 16 and control at 18, when the Child Trust Fund will close. A cash feeder account will be opened alongside the Child Trust Fund to hold oversubscriptions. Please note that there is a 14 day cancellation period before we can open and transfer the Child Trust Fund.

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**

Please indicate which type of account you wish to apply for (please tick one)\*

Self-select Shares  Index-tracking Stakeholder

Name of current CTF provider

## Section A Registered contact details

Selftrade account number if applicable

Title\* Mr  Mrs  Miss  Ms

Other title

Surname\*

Any other surname used in last 3 years

Forenames\*

Registered contact's 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\*

Postcode\*

Evening phone

Mobile phone

Email address 1

Email address 2

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

Company name

Contact person

Address

Postcode

## Section B Banking details (optional)

You can set up a Direct Debit instruction from a UK bank account to make payments to the Child Trust Fund. You do not have to fund the Child Trust Fund by Direct Debit.

This Direct Debit instruction gives you the flexibility to make payments at any time to the Child Trust Fund.

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.

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

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#### Instruction to your Bank or Building Society

Please pay Talos Securities Ltd 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 Ltd 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	
<hr/>	
<hr/>	
Postcode	

Signature(s)
<b>X</b>
<hr/>
Date
<hr/>

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 the Child Trust Fund?

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 take part in the Direct Debit Scheme. The efficiency and security of the Scheme is monitored and protected by your own Bank or Building Society.
- If an error is made by Talos Securities Ltd, trading as Selftrade, or your Bank or Building Society, you are guaranteed a full and immediate refund from your branch of the amount paid.
- If the amounts to be paid or the payment dates change Talos Securities Ltd, trading as Selftrade, will notify you 10 working days in advance of your account being debited or as otherwise agreed.
- You can cancel a Direct Debit at any time by writing to your Bank or Building Society. Please also send a copy of your letter to us.

## Section C Child's details

I am applying to transfer a Child Trust Fund for:

Title*	Master <input type="checkbox"/>	Miss <input type="checkbox"/>	Unique Reference Number*	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Surname*	<input type="text"/>			Address if different	<input type="text"/>					
Forename(s)*	<input type="text"/>				<input type="text"/>					
Date of birth*	<input type="text" value="DD / MM / YYYY"/>				<input type="text"/>					
Nationality*	<input type="text"/>			Postcode	<input type="text"/>					

## Section D Funding the Child Trust Fund

Please complete this section to indicate if you wish to fund the Child Trust Fund.

Debit card	I want to fund the CTF by debit card once the CTF has been transferred.	<input type="checkbox"/>	Please tick one or more options
Cheque <small>takes 3-5 working days to clear</small>	I want to fund the CTF with a cheque. I enclose a cheque payable to 'Selftrade client account' to fund the account I understand that you will return my cheque if the application is unsuccessful.	<input type="checkbox"/>	£ <input type="text"/>
Dealing account	I want to transfer funds from my Selftrade Dealing account to subscribe to the CTF. I understand the transfer will only take place once the application has been accepted.	<input type="checkbox"/>	£ <input type="text"/>
Monthly payments	I want to make regular payments from my nominated bank account to the CTF. 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 the application has been accepted.	<input type="checkbox"/>	

## Section E Declaration

### Read and sign below

I declare that

- I am 16 years of age or over
- I am the child named on the voucher / I have parental responsibility for that child (**delete which does not apply**)
- I am the registered contact for the CTF

I authorise Selftrade

- to hold the child's HM Revenue & Customs contributions, subscriptions, CTF investments, interest, dividends and any other rights or proceeds in respect of those investments and cash, and
- to make on the child's behalf any claims to relief from tax in respect of CTF investments
- I agree to be bound by the Terms and Conditions
- I accept that you may, in your absolute discretion, decline this application without reason being given.
- I acknowledge that Selftrade offers an execution-only investment service.
- I declare that the information given on this application form is correct to the best of my knowledge and belief.

Signature\*

Date\*

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, please tick the box.

### 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. Your name and address must be displayed on the bill or statement, which **must** be an original **and** less than three months old. **Photocopies cannot be accepted.** We will return original documents to you as soon as we have processed your application.

### UK residents:

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

**if you have nominated a bank account on this form, please include:**

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

**or, if you have NOT nominated a bank account on this form, please include one of the following:**

- Gas, electricity or fixed line telephone bill. Mobile phone and

Continued overleaf...

## Supporting documentation - continued

- internet utility bills cannot be accepted
- Bank statement. Photocopies and internet bank statements cannot be accepted
- Credit card statement
- Local authority bill for the current year

If you have been at your current address for less than two years, please include **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

### Plus:

if you have nominated a bank account on this form, please include:

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

or, if you have **NOT** nominated a bank account on this form, please include one of the following:

- Gas, electricity or fixed line telephone bill. Mobile phone and internet utility bills cannot be accepted
- Bank statement. Photocopies and internet bank statements cannot be accepted
- Credit card statement
- Local authority bill for the current year

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'.

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

Internet\*

Pension Administrator\*

National Press\*

\*Please give details

Investor Magazine\*

Plan2Give

Word of mouth\*

Mailshot\*

Proshare

Other\*

## Checklist

Personal details

Ensure that you have completed all personal and child's details including address, postcode, date of birth and Unique Reference Number.

Banking details

Ensure you have supplied your banking details (if applicable).

Cash transfer

Ensure that you have enclosed a cheque if you wish to credit funds to the Child Trust Fund. Please write the child's name and URN on the back of the cheque.

Documentation

Ensure that you have provided any documentation as detailed in Section E to support your application.

Declaration

This section must be read and signed.

## 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

### Cancellation period

An application to open a CTF, including a transfer, is subject to a 14 day cancellation period, which will start on the day of the receipt of the completed application. During this period, any additional subscription will be held by us.

Provided we have received a valid application, we will open the CTF at the end of the cancellation period if no cancellation instruction has been received.

As soon as we have opened the CTF, 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).



Section I

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"/>

Securities

Type of CTF to be transferred*	Please tick one only	Stakeholder CTF	<input type="checkbox"/>
Self-select Non-Stakeholder CTF	<input type="checkbox"/>	Cash Savings CTF	<input type="checkbox"/>

Details of Securities to be transferred

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 CTF manager

Section J

Declaration

Registered Contact declaration to existing CTF manager:

I wish to transfer the existing CTF detailed above to a Selftrade CTF with immediate effect. I hereby declare that:

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

Signature\*

Date\*