

# Share Plan Application Form



Please fill in the whole form, including the Direct Debit Mandate, and send the completed form to:  
Edinburgh Partners Investment Trust Savings Scheme, Halifax Share Dealing Limited, Lovell Park Road, Leeds LS1 1NS

Existing Edinburgh Partners Investment Trust Savings Scheme account number

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## Personal Details - First Applicant

Title (Mr, Mrs, Miss, Ms)

Forename(s)

Surname

Address (Permanent Residential)

Postcode

Telephone

Years at address (if less than 3 years at current address)

Occupation

Previous address (if less than 3 years at current address)

Postcode

Date of birth (DD/MM/YYYY)

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Nationality

National Insurance No.

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Security details:

Mother's Maiden Name

Father's Initials

First Job / Employer

## Personal Details - Second Applicant

Title (Mr, Mrs, Miss, Ms)

Forename(s)

Surname

Address (Permanent Residential)

Postcode

Telephone

Years at address (if less than 3 years at current address)

Occupation

Previous address (if less than 3 years at current address)

Postcode

Date of birth (DD/MM/YYYY)

..	..	..	..	..
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Nationality

National Insurance No.

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Security details:

Mother's Maiden Name

Father's Initials

First Job / Employer

The Share Plan allows up to 4 applicants. If you have more than 2 applicants for the Share Plan, please complete their details on a separate piece of paper and attach it to this application form. Please also ensure that all applicants sign this application form.

### Data Protection Act

Any information you provide will be held by Halifax Share Dealing Limited and Halifax plc. Information will be passed to Edinburgh Partners Limited, who may use it to inform you by letter, telephone, e-mail or otherwise about their products and services, unless you have asked us not to do so. Relevant information may also be disclosed to our agents and service providers, including credit reference agencies. It is important to read and understand the declarations on your application form and refer to the Terms and Conditions booklet. By signing your application, you agree that we can use your information in the ways described. You have a right of access to your personal information held on our records. If you request a copy of your personal information, we may charge you a fee. If anything is inaccurate, please let us know and we will correct it.

### Money Laundering

To comply with UK regulation and EU Directives we are required to verify your identity, we will attempt to verify your identity electronically. If we require further documentation we will contact you directly.

## Account designation

You may wish to title your account in such a way that it will be easily identifiable for your records, despite the name of the account the holders will retain the legal ownership of the account and any holdings therein. If you would like to title your account in such a way then please enter the account title below:

Account title:   
(up to 35 characters)

## Investment details

Please indicate your investment below.

Investment	Monthly Subscription	Initial Lump Sum
EP Global Opportunities Trust plc	£	£
Anglo & Overseas Plc	£	£

Initial charge £35.25 (inc. VAT). If this is not included, it will be deducted from the initial subscription.

Monthly: Please complete the Direct Debit Instruction below. **The minimum monthly subscription is £150. Please note that monthly subscriptions will continue until we are otherwise notified.**

Initial Lump Sum: Please enclose a personal cheque made payable to Halifax Share Dealing Limited. **Minimum investment £1,000. Future Lump Sum payments can be made by Direct Debit or Debit Card.**

## Income Options

Please tick one box only.

- Dividends automatically reinvested.
- Dividends paid immediately to your bank account. (Income will be paid to the bank account provided on the Direct Debit Instruction below)

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



Name(s) of bank account holder(s)

  

Originator's Identification No.

7	2	8	7	9	8
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Bank or building society account number

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Account Code

D									
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Branch Sort Code

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### Instruction to your bank or building society

Please pay Halifax Share Dealing Limited Direct Debits from the account detailed in the instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with Halifax Share Dealing Limited and, if so, details will be passed electronically to my bank/building society.

Name and full postal address of your bank or building society branch

### To the Manager

<input type="text"/>	Bank/Building Society
Address	
<input type="text"/>	
Postcode	
<input type="text"/>	

Signature(s)

Date

⋮	⋮	⋮	⋮	⋮
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Banks and building societies may not accept Direct Debit instructions for some types of account.

## Declaration

I/We agree to the terms and conditions, a copy of which is included in this pack, to the extent that they apply to me/us.

I/We understand that I/we have been classified as a retail client(s).

I/We agree to be an execution only client(s) and will not seek investment advice from Halifax Share Dealing Limited.

I/We agree that I/we have read the small print on this application.

Tick here to confirm that you have read and retained a copy of the Key Features.

## If joint account

We agree that Halifax Share Dealing Limited (HSDL) may accept the signature or other authority of either one of us in relation to investments held or to be held in our Account. The information on this application form is correct to the best of my/our knowledge and belief. In the case of more than one applicant, all applicants must sign.

It is important to read and understand the declarations on your application form and refer to the Edinburgh Partners Investment Trust Savings Scheme brochure and the Key Features. By signing your application, you agree that we can use your information in the ways described.

Signature (first applicant)

Signature (second applicant)

Signature (third applicant)

Signature (fourth applicant)

Date

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**PLEASE RETAIN A COPY OF THIS APPLICATION FORM**

Halifax Share Dealing Limited. Registered in England No. 3195646. Registered Office: Trinity Road, West Yorkshire, HX1 2RG.  
Authorised and regulated by the Financial Services Authority, a Member of the London Stock Exchange and an HM Revenue and Customs approved ISA Manager.

## Guidance Notes and Checklist

Please use this checklist to ensure that you have completed all the relevant sections of the Application Form:

1. If you are transferring your ISA to the Edinburgh Partners scheme from an existing Manager, you should have completed the Transfer Form as well as the main application form. Please keep both forms attached and send them both to us at the address below.
2. Please complete the Direct Debit Mandate, on page 3. This should always be completed, even if you are making an investment by cheque, as we will collect annual fees due under the plan by direct debit. Please do not detach the direct debit mandate. You should, however, tear off and keep the Direct Debit Guarantee, on the bottom of page 4.
3. If you are making an investment by cheque, please make sure that the amount of your cheque matches the sum of your initial investments (plus the initial charge), and that your cheque is made payable to 'Halifax Share Dealing Limited'.
4. Check that you have ticked one of the boxes in the 'Income Options' section on page 1.
5. Please read the sections on Data Protection and Money Laundering, and read and sign the Declaration, including ticking the box to confirm that you have read and retained a copy of the Key Features. (If you have not retained a copy, we will send you a copy of the Key Features once we have processed your application).
6. Please retain the Cancellation Form (on the tear-off section along with the Direct Debit Guarantee) for 14 days in case you wish to use it to cancel your application.

The completed form should be sent to Edinburgh Partners Investment Trust Savings Scheme, Halifax Share Dealing Limited, Lovell Park Road, Leeds LS1 1NS.

## Cancellation Form

You may cancel your Application at any time within 14 days of its receipt by the Plan Manager if you are a new investor. Please complete the details and send it to **Edinburgh Partners Investment Trust Savings Scheme, Halifax Share Dealing Limited, Lovell Park Road, Leeds, LS1 1NS.**

I hereby cancel my application for the Edinburgh Partners Share Plan.

Name (PRINT in full)

Signature 1

Signature 2

Address

Signature 3

Signature 4

Postcode

Date

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## Share Plan Transfer Form

If you wish to transfer assets from an existing share plan to an Edinburgh Partners Share Plan please read the notes below then complete both the application form and this transfer form and sign and return them both in the pre-paid envelop provided. Please print all details in CAPITALS.

### Your Share Plan details

Name

Company

Address

<input type="text"/>
<input type="text"/>
<input type="text"/>
Postcode

Telephone No.

Account Number

### Request and authorisation to existing Share Plan Manager

Please transfer the Share Plan shown opposite to an Edinburgh Partners Share Plan administered by Halifax Share Dealing Limited. I authorise you to provide Halifax Share Dealing Limited with any information that they request about my share plan.

Signature

Date

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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### Notes:

Please be aware that your current share plan administrator may make a charge for the transfer.

### Form of Transfer

Do you want the transfer made in the form of (please tick one box):  
(Please note that some share plan administrators may only offer one of these)

Cash only

(all holdings to be sold prior to transfer)

Shares & Residual Cash

(only shares in EP Global Opportunities Trust plc and Anglo & Overseas Plc can be transferred)

### PLEASE RETAIN A COPY OF THIS FORM

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Registered Office: Trinity Road, West Yorkshire, HX1 2RG.

Authorised and regulated by the Financial Services Authority, 25 The North Colonnade, Canary Wharf, E14 5HS. A Member of the London Stock Exchange and an HM Revenue and Customs approved ISA Manager.

### The Direct Debit Guarantee



- 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 the amounts to be paid or the payment dates change, Halifax Share Dealing Limited will notify you three working days in advance of your account being debited or as otherwise agreed.
- If an error is made by Halifax Share Dealing Limited or your bank or building society, you are guaranteed a full and immediate refund from your branch of the amount paid.
- 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.