

## Eligible Child's Details 1

Full legal name  
(include middle name(s))

Permanent residential address  
(include post code) 2

Postcode

Date of birth   /   /

Country of birth

**If the child is aged 16 years or over, please provide their National Insurance (NI) number or tick to confirm that they do not have one.**

National Insurance number

Child does not have a NI number

## Registered contact's details 3

Title

First name

Middle name(s)

Surname

Date of birth   /   /

National Insurance number

Your username 4  
(if applicable)

Your account number 5

### Charges

Close Brothers Asset Management will not charge you for making a transfer but if other providers may levy a charge to transfer existing investments to us.

Close Brothers Asset Management will charge a platform fee for investing in funds. This will be calculated at the highest possible rate, excluding any promotional discount for illustrative purposes. Charges are listed within our Key Features and Charges document.

Please complete in **BLOCK** capitals preferably using black ink.

Please note, any sections that are not completed correctly may result in delays and this form may have to be returned to you.

- 1 Please note that the eligible child is the beneficial owner of the investments held in this JISA.
- 2 Care of and PO Box addresses are not accepted. Only UK mainland and Northern Ireland addresses are permitted.
- 3 This document should be completed by the parent or guardian who attend to be the registered contact.
- 4 Your online username can be found in the top right hand corner of your online portal screen i.e. ASmith123. If you do not have online access, please leave blank.
- 5 Your account number can be found in the top right hand corner of your online portal. If you do not have online access, this can be found on any correspondence from us, i.e. SMI789.

### What happens now?

Please complete this form to transfer investments from an existing provider. If you are transferring investments from multiple providers, separate authorisation documents will be required for each one respectively.

Upon receipt of the completed form, we will submit the request to your current provider. This will be done within 24 hours of receipt of your form providing everything is in order.

Cash transfers typically take two weeks to action, while the transfer of stocks in their existing form can take up to six weeks, but are usually completed sooner.

We will add your transferred investments or cash to your account, following which you'll be able to view these online.

### Cancellation

Please contact us if you wish to cancel your transfer after submitting this application.

## Registered contact declaration and authorisation

Close Brothers Asset Management has given no advice regarding the suitability of this product for your needs. By reading and accepting the information and declaration below you confirm acceptance that Close Brothers Asset Management has not and will not assess any child's suitability for the Close JISA, nor any investment decisions you make. This means you are solely responsible for your investment decisions, for the suitability of the transfer, for the product you have selected and that you understand the risks to your capital that are involved. You will therefore not benefit from the protection of the FCA's rules on assessing suitability in relation to Close Brothers Asset Management.

This is our standard client agreement which aligns with the Close Brothers Asset Management Terms and Conditions. This transaction will be processed and this JISA managed in accordance with the Close Brothers Asset Management Terms and Conditions. These can be viewed at [closebrothersam.com/general-terms-and-conditions](https://closebrothersam.com/general-terms-and-conditions). For your own benefit and protection you should read these terms carefully before signing them. Please call us if you have any questions regarding these.

### By signing below, I confirm that:

- I am 18 years of age or over and have parental responsibility for the Eligible Child named on this form
- I will be the registered contact for this JISA
- The child is a resident in the UK or a dependant of a UK Crown servant
- The child does not have a Child Trust Fund (CTF) account
- I have not subscribed and will not subscribe to another Stocks and Shares JISA for this child
- I am not aware that this child has another Stocks and Shares JISA or any other JISA subscriptions that will result in this child exceeding the annual limit
- I will not knowingly make subscriptions to JISAs for this child that will result in the subscription limit being exceeded
- Please note: for the purpose of this declaration, any JISA/CTF account containing a nil balance following the transfer of investments into this JISA may be disregarded
- Please note that the Close JISA is not a flexible JISA, any deposits will count towards your allowance. Withdrawals are not permitted until the child turns 18

### I authorise Close Asset Management Limited:

- To hold the child's subscriptions/payments, JISA investments, interest, dividends and any other rights or proceeds in respect of those investments and any other cash; and
- To make on the child's behalf any claims to relief and tax in respect of JISA investments.

### I further declare that:

- The information given in this application is correct to the best of my knowledge and belief;
- I have read and agreed to the full declarations, terms and conditions and key features and charges schedules that have been shared with me. I am aware that these documents will be available in my online Document Library should I wish to review them in future;
- I agree to the Scheme Trustee and the Scheme Administrator processing my personal data in accordance with the Data Protection Act 2018, and as set out in the Close Brothers Asset Management Terms and Conditions;
- I will notify the Scheme Administrator within 30 days of any changes that will impact the information provided in this document;
- I have read and agree to the Close Brothers Asset Management Terms and Conditions which include the Close JISA Terms and Conditions. I understand that this service is provided and will be carried out in accordance with these terms and conditions.

Signature of registered contact

Print name (BLOCK CAPITALS)

Date

  /   /    

To return this form, please scan and email it from your registered email address to:

[pwcsupport@closebrothersam.com](mailto:pwcsupport@closebrothersam.com)

Or you can post it to us using our FREEPOST address:

'Freepost CBAM Online Investor Support'

Or, if signing electronically via DocuSign then click 'Finish' to submit

## Transfers-in to the Close JISA (complete as applicable)

6 Please be aware that if you choose to waive the notice period or fixed maturity date, your existing provider may charge a fee.

### IMPORTANT INFORMATION

Investments which are not available on the Close Brothers Asset Management platform will need to be sold and transferred as cash by the existing provider. If the share class of your investment is not available on our platform, we may still be able to accept the transfer and will contact you to outline your options. Unless you have a Close Brothers Investment Manager, it is your responsibility to check whether your investments are available via this service by logging into the online portal and using the 'Search Investments' tool, or by contacting us. Please note, you can only transfer entire holdings of any one transferring stock.

### A. JISA Transfer Authorities

To: JISA provider's name

JISA provider's address  
(including post code)

  

Please transfer my entire

 Stocks and Shares JISA **OR**  Cash JISA

with JISA reference

and Cash JISA sort code  
(if applicable)

 -  - 

as

 Stock **OR**  Cash

Is there any notice period for you  
to transfer your Cash JISA?

 days

Does your Cash JISA have a fixed  
maturity date?

 D  D /  M  M /  Y  Y  Y  Y

Do you wish to waive the notice period  
or fixed maturity date if applicable? 6

 Yes  No

To: **Close Asset Management Limited.**

- I authorise you to transfer my investment(s) as stock if I have not ticked either of the stock or cash option above.
- I authorise you to discuss this transfer with Close Asset Management Limited by telephone.
- I authorise you to request that any monthly savings plans cease with immediate effect if I have chosen to transfer my JISA for the current tax year.
- I have read and agreed to the section Declaration and Authorisation and I am the parent / guardian detailed within this Stocks and Shares JISA application form.

#### Notes:

- **Cash JISAs only:** I understand that the Cash JISA will be transferred into a Stocks and Shares JISA.

Signature of registered contact

Print name (BLOCK CAPITALS)

Date

 D  D /  M  M /  Y  Y  Y  Y

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Or, if signing electronically via DocuSign then click 'Finish' to submit

## B. Child Trust Fund (CTF) Transfer Authorities

To: CTF provider's name

CTF provider's address  
(including post code)

  
  
Postcode

Please transfer my entire Child Trust Fund

with CTF Reference

and Child Reference Number

as

Stock

OR

Cash

To: **Close Asset Management Limited.**

- I understand that if I have not selected either the 'stock' or 'cash' option above, you will transfer my investment(s) as stock, and I authorise you to do this accordingly.
- I authorise you to communicate with Close Asset Management Limited with regards to this transfer.
- I authorise you to request that any monthly savings plans cease with immediate effect if the transferring JISA relates to the current tax year.
- I have read and agreed to the declarations and authorisations within this document.
- I confirm that I am the parent or guardian responsible for this Stocks and Shares JISA.

**Notes:**

- **Child Trust Funds only:** I understand that the Child Trust Fund will be transferred into a Stocks and Shares JISA and this cannot be transferred back to a Child Trust Fund.
- **Stakeholder Child Trust Funds:** I understand that the £10 minimum subscriptions, Lifestyling from the age of 15, and annual charge cap of 1.5% do not apply in a Stocks and Shares JISA.

Signature of registered contact

Print name (BLOCK CAPITALS)

Date

D	D	/	M	M	/	Y	Y	Y	Y
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