

# Mutual Funds – Investment Fund

## Application Form



MUFU30bMF

### Who this form is for

When we say 'Standard Life', 'we' or 'us' we mean Standard Life Savings Ltd.

This form is for anyone who wishes to invest in an Investment Fund with Standard Life Savings Limited.

### Filling in this form

If you need any help completing this form, please contact us on 0845 279 3003 (call charges may vary).

Before completing this form, please read the Key Features and Terms and Conditions (MUFU17) and the Fund Schedule for your chosen fund or funds.  
 All sections must be completed; missing information will prevent us from accepting your application.  
 If you are receiving advice from a financial adviser, you should remember that the financial adviser is acting on your behalf not only by giving you advice, but also regarding completing this form.  
**Please use BLOCK CAPITALS to fill in this form. Do not use correction fluid if you make a mistake. If you need to correct a mistake, please initial any changes you make.**

### Part 1 Your personal details

Although we do not require your National Insurance Number it will make it easier for us to administer your application and investment, therefore we would be grateful if you would supply us with this information. If you do not have one please tick the box to declare this.

First shareholder	
Existing account number (if applicable)	_____
National Insurance Number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="checkbox"/>
I do not have a National Insurance Number	<input type="checkbox"/>
Date of birth	D/M/Y _____
Title (Mr/Mrs/Miss/Ms/Other eg Dr/Rev)	Surname
First names (in full)	
Permanent residential address	
Postcode	
Telephone number - day (inc. STD code)	Telephone number - evening (inc. STD code)
Account designation	

## Part 1 Your personal details continued

### Second shareholder

Existing account number (if applicable) \_\_\_\_\_

National Insurance Number

I do not have a National Insurance Number

Date of birth D/M/Y \_\_\_\_\_

Title (Mr/Mrs/Miss/Ms/Other eg Dr/Rev) \_\_\_\_\_ Surname \_\_\_\_\_

First names (in full) \_\_\_\_\_

Permanent residential address \_\_\_\_\_

Postcode \_\_\_\_\_

Telephone number - day (inc. STD code) \_\_\_\_\_ Telephone number - evening (inc. STD code) \_\_\_\_\_

Account designation \_\_\_\_\_

### Third shareholder

National Insurance Number

I do not have a National Insurance Number

Date of birth D/M/Y \_\_\_\_\_

Title (Mr/Mrs/Miss/Ms/Other eg Dr/Rev) \_\_\_\_\_ Surname \_\_\_\_\_

First names (in full) \_\_\_\_\_

Permanent residential address \_\_\_\_\_

Postcode \_\_\_\_\_

### Fourth shareholder

National Insurance Number

I do not have a National Insurance Number

Date of birth D/M/Y \_\_\_\_\_

Title (Mr/Mrs/Miss/Ms/Other eg Dr/Rev) \_\_\_\_\_ Surname \_\_\_\_\_

First names (in full) \_\_\_\_\_

Permanent residential address \_\_\_\_\_

Postcode \_\_\_\_\_

## Part 2 Your investment choice

**IMPORTANT:** Please note that the fund code, the fund manager and the full fund name must be included on this form, as shown in the example opposite, in order for us to process your application. Please refer to the booklet 'Your mutual funds investment choices' for details of the funds available to you and the fund codes.

Please choose your fund(s) from the booklet 'Your mutual funds investment choices' and complete the details in the boxes below. You can choose to invest in more than one fund. Please show the lump sum or regular amount you wish to invest.

Please note, for each fund the minimum lump sum amount is £500 and the minimum regular monthly amount is £50.

Cheques should be made payable to 'Standard Life Savings Limited' and must be drawn from your own personal account.

For Banker's Drafts or Building Society cheques, please ask the Bank or Building Society to print your name on the cheque to confirm the source of funds.

Fund code	Fund Manager	Fund Name	Lump sum investment	Regular monthly investment
<i>eg EH3</i>	<i>eg Standard Life Investments</i>	<i>eg UK Equity High Income</i>	<i>eg £500</i>	<i>eg £50</i>
			£	£
			£	£
			£	£
			£	£
			£	£
			£	£
			£	£
			£	£
			£	£

**For lump sum investment**

I enclose a cheque for £

**For regular monthly investment**

I would like to subscribe £  per month until further notice.

I would like the regular monthly investment to start from  /  / 200

## Part 3 Income share classes – important

If you have chosen to invest in an **income share class** we will automatically pay all the distribution income to your designated bank account.

However, if your aim is capital growth and an accumulation share class is not available for your chosen fund(s), the distribution income can be automatically reinvested for you to buy extra shares.

Please tick this box to instruct us to reinvest your income to buy extra shares.

Please note that your contract note will still be for an income share class.



## Part 6 Important Information and Declaration

All parties named on this form have a right to know that Standard Life holds personal data about them and what purposes it will be used for. Please give them an opportunity to read this notice.

**Data Protection Notice, important - please read.**

Personal information provided in connection with your application will be used by Standard Life Savings Limited to set up and administer this investment.

Your personal data may be shared with other companies within the Standard Life group or their respective sub-contractors based in the UK, European Economic Area, or elsewhere. In these circumstances we will require the party to comply with the same data protection requirements that would apply if the data was being held within the European Economic Area.

If your application does not proceed it will be held on our records for 6 years before it is deleted. We will keep the information you have supplied confidential, and will not disclose it unless it is lawful to do so.

If you have appointed a financial adviser, we will give him information about this investment and, where appropriate, send copies of correspondence to him to enable him to give you advice.

We and the other subsidiaries of Standard Life plc would like to contact you from time to time to keep you up to date with special offers, new products and services, newsletters and other promotions. We will never pass your details to companies that are not subsidiaries of Standard Life plc for marketing purposes.

If you do not want to be kept informed, please tick this box.

If you would like to request a copy of the personal data we hold about you, please write to the Data Protection Co-ordinator at our Registered Office. We may charge a fee for providing the information.

I declare that:

- I am 18 years of age or over; and
- I have read, understood and agree to the use of my personal data for the purposes described in the Data Protection Notice subject to me exercising my right not to be sent details of products or services of subsidiaries of Standard Life plc.

I agree to the Key Features and Terms and Conditions and I confirm I have received the Fund Schedule for my chosen fund or funds.

I authorise you to carry out electronic identification checks if required.

I declare that the information given is correct to the best of my knowledge and belief and that I will inform Standard Life Savings Limited of any change in the information given.

To comply with Money Laundering Regulations 2003, we may verify your identity by carrying out an on-line check with a reference agency. Where an on-line check is carried out, the agency will verify your identity against public records and it will also check whether you have a credit history (but it will not disclose any information about your actual borrowings). The agency will add a note to show that an identity check was made to your credit file, but this information will not be available to any third parties. We regret that we cannot offer an alternative unless the on-line check does not confirm your identity, in which case we will carry out a manual check.

Read the Important information and Declaration above.  
 Check that you have completed ALL sections of the application form.  
 Sign that you agree to the declaration and important information.

To be read by all parties named on this form.

Please ensure you sign here or we will have to return your application.

**First shareholder**

Signature  Date

**Second shareholder**

Signature  Date

**Third shareholder**

Signature  Date

**Fourth shareholder**

Signature  Date

**Customer(s) with no financial adviser.**

Unless indicated otherwise we will assume you received no financial advice from a professional financial adviser in respect of this investment. Please tick here if you received financial advice.

***Financial adviser's details - commission requirements to be supplied in all cases.***

Name of contact	
Commission Basis	Location
Basis of sale	Whole of market <input type="checkbox"/> Other <input type="checkbox"/>
If other please specify _____	
If you have not given advice in respect of this investment, please tick here. <input type="checkbox"/> Otherwise we will assume that advice has been given.	FSA or Authorisation number
Agent Code	

*Please remember to send in the client identification form.*

Standard Life Assurance Limited, registered in Scotland (SC286833), Standard Life House, 30 Lothian Road, Edinburgh EH1 2DH. 0131 225 2552.

Standard Life Savings Limited, registered in Scotland (SC180203), Standard Life House, 30 Lothian Road, Edinburgh EH1 2DH (telephone number 0845 279 1001).

*Calls may be recorded and monitored.*

*Both companies are authorised and regulated by the Financial Services Authority*

[www.standardlife.co.uk](http://www.standardlife.co.uk)

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### Your Direct Debit Guarantee

Please tear off and keep safely

▶ 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 Standard Life Savings Limited will notify you 5 working days in advance of your account being debited or as otherwise agreed.

▶ If an error is made by Standard Life Savings Limited or your Bank/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.



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