

HL Vantage Fund & Share Account

Office use only
APCH2

Charity Account Application Form

Section 1 Charity Details - Please complete all sections

Charity Name	Registered Charity Number		
Registered Address	Postcode	Memorable Date	D D M M Y Y Y Y
Charity Telephone No.	Email Address (if applicable)		

*The charity address will also be the correspondence address. Should you wish to record a different correspondence address, please include an additional note with this application.

Section 2 Authorised Persons - The Representative(s) are authorised to operate the charity account. They should be trustees of the charity

For your own benefit and protection you should read our Terms & Conditions carefully before committing to an investment. If you do not understand any point please ask us for further information. When you use our services we will take this as acceptance and agreement of our terms, and you will be bound by them.

I have read, agreed to and retained the Terms & Conditions, the Important Investment Notes, and Key Features of the Vantage Fund & Share Account. Where I am investing in a Fund or an ETF I have read the Key Features/ Key Investor Information Document of my chosen investments and I do not qualify as a US person under the Securities Act. I agree that I will not purchase any Property

Authorised Investment Funds (PAIFs) within the Vantage Fund & Share Account. If I am resident or ordinarily resident in the Republic of Ireland for tax purposes I have read your dealing terms which are available at www.hl.co.uk/funds/terms or upon request. The declaration and the information I will give in my application is correct to the best of my knowledge and belief and shall be the basis of the contract between me and Hargreaves Lansdown. I will notify Hargreaves Lansdown without delay of changes to these particulars.

I confirm that I understand that I have not and will not receive advice as to the suitability of these investments for my circumstances from Hargreaves Lansdown, I have read and agree to your dealing terms.

i	Title	Forenames	Surname
Home Address	Postcode		Date
Date of Birth	D D M M Y Y	I agree to the declaration above	PLEASE SIGN HERE

ii	Title	Forenames	Surname
Home Address	Postcode		Date
Date of Birth	D D M M Y Y	I agree to the declaration above	PLEASE SIGN HERE

Section 3 Additional Trustees - Please use an additional sheet if appropriate to provide the details of additional trustees not included in section 2

Title	Forenames	Surname
Home Address	Postcode	Date of Birth
D D M M Y Y		

Section 4 Payment & Investment Details - Please write the full name of your investment choice below

Full Fund or Share Name	Lump Sum (minimum £100 per fund)	Monthly Payment (minimum £25 per investment)
OWN CHOICE	£	£
OWN CHOICE	£	£
OWN CHOICE	£	£
CASH To be held pending investment instruction	£	£
TOTAL INVESTMENT	£ MIN £100	£ MIN £25

If you are using a cheque that does not bear the name of the charity (e.g. a **building society cheque**) Please refer to the details on the following page.

Regular savings - If investing on a monthly basis please also complete the slip at the bottom of this page. Please see the following page for details on the investments that are available for regular savings.

Please enclose a cheque for the total investment amount if you are making a lump sum payment. The cheque must be made payable to **HLAM Client A/C**

Section 5 Nominated Bank Account & Income Instruction - See the following page for further details

Please nominate a bank account into which we will pay any income or cash withdrawals. You need not complete this section if you have already nominated a bank account.

Please complete this section only if this is your first application for, or to change the current income instruction on, the Vantage Fund & Share Account. **Please tick one option ONLY.**

Name of Account Holder	Account Number
Sort Code	Roll Number or Building Soc. Ref

<input checked="" type="checkbox"/>	A	REINVEST INCOME AUTOMATICALLY
<input checked="" type="checkbox"/>	B	PAY INCOME OUT TO THE CHARITY'S NOMINATED BANK ACCOUNT (SEE LEFT)
<input checked="" type="checkbox"/>	C	HOLD INCOME ON DEPOSIT IN THE CHARITY'S FUND & SHARE ACCOUNT

You only need to complete below if you are investing by regular savings. Please retain a copy of the Direct Debit guarantee which is in the Terms & Conditions

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

	Please complete using dark ink	Service User Number	8 3 7 0 0 4	
Name(s) of Account Holder(s)	Name and full postal address of your Bank/Building Society	Instruction to your Bank or Building Society		
Bank/Building Society Account Number	To the Manager	Please pay Hargreaves Lansdown 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 Hargreaves Lansdown and, if so, details will be passed electronically to my Bank/Building Society.		
Branch Sort Code	Address	Signature	6	Date
	Postcode	Banks and Building Societies may not accept Direct Debit Instructions for some types of account.		
	Reference (office use only)			

Please return to: Hargreaves Lansdown, One College Square South, Anchor Road, Bristol, BS1 5HL

Applying for the Vantage Fund & Share Account

This application form enables charities registered with the Charity Commission to open an HL Vantage Fund & Share Account.

If your charity is not registered with the Charity Commission please contact our Helpdesk on **0117 900 9000** prior to submitting your application form as you may need to accompany your application with further documentation.

Section 1 Charity Details

Complete all of the charity details, including the full name, registered address, registered charity number and contact details.

Ensure that you include a 'Memorable Date'; this will enable you to set up a Master Password to manage the account by telephone and set up online access. Please note, this date cannot be in the future.

Q. What is the purpose of the 'Memorable Date'

A. Please ensure that you include a 'Memorable Date' on your application form as you will need this date to enable you to set up a Master Password in order to manage the account by telephone. The Master Password will also enable you to set up online access.

Once the account has been successfully opened we will send you postal confirmation containing important information such as the client number. Under separate cover you will be sent a letter containing a PIN and instructions of how to use this PIN to set up a Master Password and online access.

Section 2 Authorised Persons

You can appoint either one or two representatives to act on your charity's behalf. Each appointed representative has full control over managing the account, from placing deals to withdrawing money. Each authorised person must be a trustee of the charity and should include their full name, home address and date of birth.

Q. Do I need to provide further documents to prove who I am?

A. As a firm regulated by the Financial Conduct Authority, we take our obligations to prevent money laundering very seriously. However, we also appreciate the need to keep things simple.

On receipt of your application form we will attempt to verify the credentials of your charity with The Charity Commission. If we are able to verify the charity in this manner, as in most cases, we will not request further information. If we do need to request any further documentation, the account cannot be opened or deals placed until we have received that documentation.

If your charity is not registered with The Charity Commission please contact our Helpdesk on **0117 900 9000** before submitting your application.

We will also need to verify the identity of the authorised representatives and additional trustees. We subscribe to an electronic verification system and in most cases we can use this to verify your identities. If we cannot verify an individual's identity electronically, we shall write to you and ask for further documentation.

The account cannot be opened or deals placed until we have received these additional documents.

Section 3 Additional Trustees

Please provide details of additional trustees not included in section 2.

Section 4 Investment Instructions

Please include your investment instructions and how much you would like to invest. In the case of funds please ensure you include both the name of the fund management company (e.g. Jupiter) and the name of your chosen fund

Section 1 Charity Details

Section 2 Authorised Persons

Section 4 Investment Instructions

Section 3 Additional Trustees

Section 5 Income Instructions

Direct Debit

(e.g. Global Strategic Bond).

If you wish to lodge share certificates that are registered in the name of the charity into the new Vantage Fund & Share Account please send the share certificate to us along with your completed application form and a covering letter of instruction. If the charity holds shares in another nominee account and you wish to transfer them into the new Vantage Fund & Share Account please contact our Helpdesk on **0117 900 9000** to request the appropriate transfer form.

Q. Are there charges to hold investments in the Vantage Fund & Share Account?

A. The charge to hold funds is tiered within the Vantage Fund & Share Account:

- 0.45% per annum on the first £250,000 of funds
- 0.25% on the value of funds between £250,000 and £1m
- 0.1% on the value of funds between £1m and £2m
- No charge on the value of funds over £2m

For shares, investment trusts, ETF's, bonds or gilts there is no annual charge in the Vantage Fund & Share Account.

Q. What do I need to know if I want to invest via regular savings?

A. Regular savings are available for funds (unit trusts/OEICs), FTSE 350 shares, selected investment trusts and cash. Payments will be taken on the 7th of the month, with investments made on the 10th of each month. Both dates will be delayed to the next working day if they fall at the weekend or a Bank Holiday. Your regular savings instruction will remain in place for this and subsequent tax years unless we receive an instruction to the contrary. Applications must be received by the 21st of the month for regular savings to start in the following month. The Direct Debit should come from an account in the name of the trust.

Section 5 Income Instructions

Please state how you would like any income produced by your investments to be treated. Income can be automatically reinvested, paid out to a nominated bank account or held within your Vantage Fund & Share Account.

Q. How does the income instruction work?

A. The income instruction you choose in section 5 will apply to the whole Vantage Fund & Share Account. If you already hold a Vantage Fund & Share Account, the instruction you provide on this application will supersede the current instruction on that Account.

Choose option A for automatic reinvestment. We will automatically reinvest income for funds, shares and other investments when it reaches £10 per holding. A dealing commission of 1% will apply (£1 minimum, £10 maximum). When you buy funds we will purchase accumulation units if available.

Choose option B to have income paid out to your nominated bank or building society account. When you buy funds we will purchase income units if they are available.

Choose option C to have income held on deposit as a cash balance with your account, pending your further instructions. When you buy funds we will purchase accumulation units if they are available.

If you leave the income option blank we will hold any income on deposit as a cash balance within the Fund & Share Account, pending further instructions. When you buy funds we will purchase accumulation units if they are available.

Q. What is a nominated bank account?

A. If you withdraw money or ask us to pay out the income from your Vantage Fund & Share Account, we will pay this out to one nominated bank account in the name of the charity.

Direct Debit

You only need to complete this section if you are investing monthly by regular savings.

Please use a cheque drawn from an account in the name of the charity or an authorised person, made payable to: **'HLAM Client A/C'**.

If you are using a cheque that does not have the charity's name printed on it, please ask your bank or building society to verify that the money has been drawn from an account in the name of the charity on the back of the cheque. The bank or building society may certify the cheque on the reverse with the wording: **'This cheque have been drawn on the account of 'name of charity' (or authorised person)**. This must be dated, signed and accompanied by the bank or building society stamp.