

ADDITIONAL PERMITTED SUBSCRIPTION (APS)

Use this form to invest in an HL Stocks and Shares ISA using the APS allowance inherited from a spouse

1. Account details of the person who has died

Title (Mr, Mrs, etc):	First name(s):	Surname:
Client Number:	Address:	
Postcode:	Date of birth: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Date of Death: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
National Insurance No. <input type="text"/>	Tick here if you have no NI No. <input type="checkbox"/>	Date of marriage or civil partnership between yourself and the deceased <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

2. Your details

Title (Mr, Mrs, etc):	Full name(s):	Surname:
Client Number:	Address:	
Postcode:	Nationality:	
Email address*:	Date of birth: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Main tel. no:	National Insurance No. <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Tick here if you have no NI No. <input type="checkbox"/>

*If you have provided your email address you can request not to receive emails from Hargreaves Lansdown by writing to us or emailing us via our website.

3. Subscription Details

If the deceased died on or after 6 April 2018 and you use option B or C to make an APS whilst the deceased's ISA remains a continuing ISA, your APS allowance will be the value of their ISA at the date of death.

Your subscriptions must not exceed your APS allowance. This will depend on the date the original ISA investor died. See page 4 for further details.

A. Transferring existing ISA assets held by the deceased with Hargreaves Lansdown

Transfer the entire HL Stocks and Shares ISA and/or Lifetime ISA

If the current HL Stocks and Shares ISA or Lifetime ISA value exceeds the APS allowance we will transfer the holdings, in order from largest to smallest value, until the allowance is reached. Alternatively, you can list individual holdings below. Continue on a separate sheet if necessary. Where possible, we will use up any unused APS allowance with cash held in the account. See page 4 for further details.

Full Fund or Share Name	Amount or tick box if full amount
	£ <input type="text"/>
	£ <input type="text"/>
	£ <input type="text"/>
TOTAL – Please ensure you do not exceed the APS allowance	£ <input type="text"/>

B. Bed and ISA from your existing HL Fund and Share Account

You cannot transfer holdings from this account directly into your ISA, however you can sell them and use the proceeds to immediately buy them back in your ISA, as long as you have not exceeded your APS allowance.

See page 4 for charges for Bed and ISA instructions.

1) Sell the holding(s) below from my Fund and Share Account		2) Use the proceeds as follows in my ISA	
Fund/Share Name	Quantity/Value	Bed and ISA	Enter investment choice or 'cash' below
		<input type="checkbox"/> OR	OWN CHOICE
		<input type="checkbox"/> OR	OWN CHOICE
		<input type="checkbox"/> OR	OWN CHOICE
		<input type="checkbox"/> OR	OWN CHOICE

The investments will be sold in the order listed above (in whole or part) until your APS allowance has been reached. Continue on a separate sheet if necessary. If the total value of sales is over your APS allowance, this may result in a partial sale of one of your holdings and the balance will remain in your HL Fund and Share Account.

C. Investing with a new cash subscription

You can make further cash subscriptions with your own money to fully use any remaining APS allowance. If you are sending a cheque please refer to the details on page 4. If you are using cash from your HL Fund and Share Account please ensure there is enough settled cash available.

TOTAL INVESTMENT £ Cheque HL Fund and Share Account

Please enter your investment instructions as a percentage of the total cash subscription. Continue on a separate sheet if necessary.

OWN CHOICE	%
OWN CHOICE	%
Cash – to be held pending investment instructions	%
TOTAL	100 %

4. Bank account – this is where we'll pay any withdrawals

Account holder's full name: Sort code: - -

Account number: Roll number or Building Soc. ref:

5. Signature and Declaration

For your own benefit and protection you should read our Terms and 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 (the investor) declare that I am the surviving spouse/civil partner of the deceased and I was living with the deceased within the meaning of Section 1011 of the Income Tax Act 2007 at the date of the deceased's death (we were not separated under a court order, under a deed of separation, or in circumstances where the marriage or civil partnership had broken down).

The subscription is made under the provisions of regulation 5DDA of the ISA regulations (additional permitted subscription) and the subscription is being made:

- in the case of 'in specie' subscriptions, within 180 days of beneficial ownership passing to me
- in the case of cash subscriptions, within 3 years of the date of death, or if later, 180 days of the completion of the administration of the estate.

Where I am making a Bed and ISA, I confirm I would like to sell the investment(s) listed and contribute the sale proceeds to my HL Stocks and Share ISA. Where applicable, I would like to invest the contribution as stated.

I have read, agreed to and retained the Terms and Conditions, the Important Investment notes and Key Features of the HL Stocks and Shares ISA and my chosen investment as well as all costs and charges and, where available, the Key (Investor) Information Document provided to me on paper or via www.hl.co.uk. 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 have not received advice from Hargreaves Lansdown regarding the merits of entering into, or the suitability of, any aspect of this investment. If I require advice I will request this separately.

I authorise Hargreaves Lansdown: (a) To hold my cash subscriptions, ISA investments, interest, dividends and any other rights or proceeds in respect of those investments and any other cash; and (b) To make on my behalf any claims to relief from tax in respect of ISA investments. I am 18 years of age or over and all subscriptions made, and to be made, belong to me.

I agree to the declaration above

Please sign here

X

SIGNATURE

Date:

ADDITIONAL PERMITTED SUBSCRIPTION (APS) TRANSFER

Use this form to transfer an Additional Permitted Subscription (APS) allowance from another provider.

How do I make cash subscriptions to the ISA?

To make additional permitted subscriptions after the APS allowance has been transferred, you will need to complete the PMS ISA Additional Permitted Subscription form on page 11 or the HL Stocks and Shares ISA Additional Permitted Subscription form on pages 12 and 13.

1. Account details of the person who has died

Title (Mr, Mrs, etc):	Full name(s):																							
Client Number:	Address:																							
Postcode:											Date of birth:	D	D	M	M	Y	Y	Date of Death:	D	D	M	M	Y	Y
National Insurance No.												Tick here if you have no NI No.	<input type="checkbox"/>	Date of marriage or civil partnership between yourself and the deceased	D	D	M	M	Y	Y				

2. Your details

Title (Mr, Mrs, etc):	Full name(s):											Nationality:										
Client Number:	Address:											Postcode:										
Email address*:											Date of birth:	D	D	M	M	Y	Y					
Main tel. no:												National Insurance No.									Tick here if you have no NI No.	<input type="checkbox"/>

*If you have provided your email address you can request not to receive emails from Hargreaves Lansdown by writing to us or emailing us via our website.

3. APS Allowance Transfer Information

You will need to complete a separate application for each provider you wish to transfer from. Please be aware that an APS allowance can only be transferred once and only where no subscriptions have been made under that APS allowance. Once an APS allowance is transferred, the APS may only be made in cash.

Cash subscriptions must be made within 3 years of the date of death, or if later 180 days after the administration of the estate is complete.

ISA Company's Name:	Postcode:										
Account number(s):	Value of APS allowance to be transferred: £										
<input type="checkbox"/>	I authorise the ISA provider specified above to provide Hargreaves Lansdown with any information concerning the APS allowance and former ISA held in the name of the deceased and to accept any instruction from them relating to the APS allowance being transferred.										

4. APS Eligibility Declaration

I (the investor) declare that I am the surviving spouse/civil partner of the deceased and I was living with the deceased within the meaning of Section 1011 of the Income Tax Act 2007 at the date of the deceased's death (we were not separated under a court order, under a deed of separation, or in circumstances where the marriage or civil partnership had broken down).

I have not made, and will not make, any additional permitted subscriptions to the manager who held the deceased's ISA and I intend to make an additional permitted subscription application to Hargreaves Lansdown.

The declaration and the information I will give in this APS transfer application is correct to the best of my knowledge and belief. I will notify Hargreaves Lansdown without delay of changes to these particulars. I have not received, and will not receive, advice from Hargreaves Lansdown about this transaction. If you are receiving advice from Hargreaves Lansdown please contact your adviser before completing this form.

Please sign here

X

SIGNATURE

Date:

D	D	M	M	Y	Y
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HOW TO APPLY TO USE THE APS (ADDITIONAL PERMITTED SUBSCRIPTION)

Additional Permitted Subscription

Anyone whose spouse died on or after 3 December 2014 is eligible to make an Additional Permitted Subscription. The APS allows the spouse to make subscriptions to their own ISA on top of their normal annual ISA allowance and keep the tax-free status of the funds.

The APS can be made using cash and/or investments. A cash APS must be made in the three years after the date of death, or within 180 days after the administration of the estate is complete, whichever is the later. Subscriptions made by transferring investments must be completed within 180 days of the distribution of the assets to the spouse. The spouse will qualify for an APS with each provider the deceased held an ISA with. Further details on the APS can be found on page 15. It's not currently possible to make an Additional Permitted Subscription to an HL Cash ISA.

Date of death before 6 April 2018

After death, the ISA will have lost its tax-free status, although the investments remain in place. Any income received after the date of death will be taxable and if applicable we have enclosed a tax deduction certificate for this income.

The APS allowance is equal to the value of the ISA held by the deceased as at the date of their death. The rules apply irrespective of the size of the ISA. The APS allowance does not need to be used all at once, so a surviving spouse could make several subscriptions.

Due to stock market fluctuations the prevailing value of the deceased's ISA may exceed the value of their ISA at the date of their death. Any amount of the deceased's ISA which exceeds the APS allowance cannot be used as an additional subscription. Any excess can be transferred to the spouse's HL Fund and Share Account. Alternatively a cash payment can be made to the Executor's bank account. Please provide a separate written instruction if you want to make a payment to a bank account. If the value of the ISA has fallen below the value of the APS allowance since the date of death, the spouse can make additional cash subscriptions to use the remaining APS allowance.

Date of death on or after 6 April 2018

When the death occurred on or after 6 April 2018 the ISA will be designated as a 'continuing account of a deceased investor' (a "continuing ISA"), so investments held within a continuing ISA will continue to benefit from ISA tax advantages for up to three years from the date of death. Any interest, dividends or gains will continue to be exempt from UK tax during this time.

The ISA will remain a continuing ISA until the earliest of:

The completion of the administration of the deceased's estate

The closure of the account

The third anniversary of the death of the investor.

After this point the ISA will lose its tax-free status.

The APS allowance will be the higher of the value of the deceased's ISA at the date of their death and the point the ISA ceases to be a continuing ISA. Where the deceased held multiple ISAs with Hargreaves Lansdown, excluding the HL Cash ISA, the APS allowance will be the higher of the combined value of the accounts at the date of death and the combined value of each ISA at the point each ISA ceases to be a continuing ISA.

Please note that if you choose to make Additional Permitted Subscriptions whilst the deceased's ISA is still a continuing ISA your allowance will be the value of the deceased's ISA at the date of death.

HL Stocks and Shares ISA

Section 1 – The Deceased's Details

Please provide the deceased's full details and their client number.

Section 2 – Personal Details

Please provide your personal details, including your date of birth and National Insurance Number.

Section 3A – Transferring existing Stocks and Shares ISA/Lifetime ISA assets held by the deceased with Hargreaves Lansdown

Investments held in the deceased's Stocks and Shares ISA and/or Lifetime ISA can be transferred directly into your Stocks and Shares ISA. Other investments

held outside of an ISA which form part of the estate cannot be transferred as stock to your ISA, they must first be sold and the proceeds used to make a cash subscription.

All investments held in the deceased's Lifetime ISA will form part of the Additional Permitted Subscription allowance, including any bonus which is due but has not yet been paid.

You will be able to transfer the assets to a Stocks and Shares ISA in your own name. You may then make a payment into your own Lifetime ISA if you wish and are eligible to do so.

Transfers of assets must be completed within 180 days of the beneficial ownership passing to you. You become beneficially entitled to the investments on the date the executor(s) complete the administration of the deceased's estate.

Section 3B – Bed and ISA from your existing HL Fund and Share Account

You can use any existing investments you hold in your HL Fund and Share Account to use your APS allowance. Due to HMRC regulations you must sell your holdings and buy them back in the ISA wrapper. You can either choose the same holdings or use the proceeds to buy different ones.

When buying the same holdings back there may be a small difference in price due to the bid-offer spread. Together with dealing commission and stamp duty, this means you may not buy back the same number of units or shares. Please note the sale could create a capital gain which may be subject to Capital Gains Tax.

Payments must be made in the three years after the date of death, or within 180 days after the administration of the estate is complete, whichever is later.

There are no charges to process sale instructions for Bed and ISAs, although we may charge £5 on share sales of less than £500. The holdings will be bought back subject to our standard postal dealing rates and you may need to pay stamp duty where applicable.

Section 3C – Investing with a new cash subscription

You can make a cash subscription, using a cheque or cash held in your existing HL Fund and Share Account. Cash subscriptions must be made in the three years after the date of death, or within 180 days after the administration of the estate is complete, whichever is later.

Please tell us your investment choice(s) and the percentage 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 (e.g. Global Strategic Bond).

Additional Permitted Subscription (APS) Transfer

You are able to transfer APS allowances from other providers to your ISA with Hargreaves Lansdown, as long as you have not already made any subscriptions under these allowances. Be aware that subscriptions using a transferred APS allowance can only be made in cash. We will contact the other provider to request the transfer of the APS allowance to Hargreaves Lansdown.

Assets that are held by the deceased with the other provider will not be transferred.

You may request to cancel a transfer of an APS allowance while it is in the process of being transferred, however it is not possible to cancel a transfer of an APS allowance once complete.

What happens if the deceased had a PMS ISA and an HL ISA?

We will transfer all holdings in the Portfolio Management Service ISA first; the balance of the APS allowance will be taken from the HL Stocks and Shares ISA in accordance with the instructions provided on your application.

Does the APS affect the ISA allowance for the current tax year?

No, the APS is separate to the main ISA allowance which you can use in the usual way. You can still use the APS even if the deceased's ISA has been paid or transferred to other beneficiaries.

IMPORTANT

Write your name and address on the back of your cheque and make it payable to 'HLAM ISA Client A/C'

If you are using a cheque that does not bear your name, e.g. a building society cheque, ask your bank or building society to verify the reverse with the wording 'This cheque has been drawn on the account of (your name).' This must be dated, signed and accompanied by the company stamp.