

# FUND AND SHARE TRANSFER

Use this form to transfer existing funds and/or shares (outside of an ISA) to HL  
Return your form to: Hargreaves Lansdown, One College Square South, Bristol, BS1 5HL

AWFT4

## 1. Your details

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

\*If you want to invest for a child you'll need to complete a Bare Trust application. You can either download this online at [www.hl.co.uk](http://www.hl.co.uk) or call us on 0117 900 9000.

## 2. Joint holder details (if applicable)

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

## 3. Are you transferring any share certificates? – remember to include your original certificates

No. of shares e.g. 2,000	Name and description of stock e.g. Vodafone plc ordinary shares	No. of certs e.g. 2	Cost (£) including charges
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

I have read and agreed to the declaration on page 2 (only sign if you are transferring share certificates)

<input checked="" type="checkbox"/> SIGNATURE	<input type="checkbox"/> JOINT SIGNATURE	Date: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
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## 4. Transfer your non-ISA account

I would like to  transfer my non-ISA account as cash  OR  transfer my non-ISA investments

### DETAILS OF THE ACCOUNT YOU'RE TRANSFERRING

Company name:	Company postcode:	
Reference/account no.	Approx. transfer value:	
I have read and agreed to the declaration on page 2. I authorise you to discuss my transfer with HL, including by phone. I authorise you to transfer my investments if I haven't ticked one of the options above, and understand that where possible HL will convert each matching fund to the cheapest available unit class. I understand any Direct Debits will be cancelled.		
A/C Designation (if applicable)* <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
<input checked="" type="checkbox"/> SIGNATURE	<input type="checkbox"/> JOINT SIGNATURE	Date: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

## 5. Transfer your non-ISA account – complete if you want to transfer another account

I would like to  transfer my non-ISA account as cash  OR  transfer my non-ISA investments

### DETAILS OF THE ACCOUNT YOU'RE TRANSFERRING

Company name:	Company postcode:	
Reference/account no.	Approx. transfer value:	
I have read and agreed to the declaration on page 2. I authorise you to discuss my transfer with HL, including by phone. I authorise you to transfer my investments if I haven't ticked one of the options above, and understand that where possible HL will convert each matching fund to the cheapest available unit class. I understand any Direct Debits will be cancelled.		
A/C Designation (if applicable)* <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
<input checked="" type="checkbox"/> SIGNATURE	<input type="checkbox"/> JOINT SIGNATURE	Date: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

## 6. Your bank account – this is where we'll pay any income or cash withdrawals

Ignore this step if we already have your details and you'd like to keep these the same.

Name of account holder:	Sort code: <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/>
Account number: <input type="text"/>	Roll number or building soc. ref.: <input type="text"/>

## 7. Once you've transferred to HL, what would you like us to do with any income? – select one

Reinvest my income automatically  Pay my income out to my bank account  Hold my income as cash in my Fund and Share account

## 8. Would you like to choose your investments now? – no need to complete if you're transferring your account as it is

If you're ready to choose your investments, enter them below. To choose your investments later, leave blank.

	%		%
	%	Cash	%
	%	Total	100%

## 9. Declaration – please read

**By proceeding you confirm that for tax purposes, you are solely resident in the United Kingdom and that you are not a citizen of the USA.**

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 have read, agreed to and retained the Terms and Conditions, the Important Investment Notes and Key Features of the HL Fund and Share Account and my chosen investment including all costs and charges and, where available, Key (Investor) Information Document provided to me at [www.hl.co.uk](http://www.hl.co.uk) or on paper.

I do not qualify as a US person under the Securities Act and 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](http://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 (HL). I will notify HL without delay of changes to these particulars.

I authorise the UT/OEIC Account Manager of the fund(s) named to provide HL with any information they require regarding the accounts managed on my behalf, including, but not limited to, transaction and dividend histories and details of the current holdings and their values. I separately authorise Hargreaves Lansdown to submit all information on this transfer authority to the UT/OEIC Account Manager. I confirm that the transfer of the fund(s) named will not result in any change of beneficial ownership from or among account holders.

**Stock transfers:** I authorise the UT/OEIC Manager to transfer my holdings in the fund(s) named to Hargreaves Lansdown Nominees Ltd a/c HLNOM, and to send further commission due on this investment, now or in the future, to HL.

**Cash transfers:** I authorise the UT/OEIC Manager to sell the fund(s) named and transfer the proceeds to Hargreaves Lansdown.

**To HL:** I declare I am the legal holder of the holdings mentioned overleaf and that they are held in my name. I understand that no dealing instructions can be placed on these holdings until they are lodged in my HL Fund and Share Account.

I confirm that I have not received advice as to the suitability of the HL Fund and Share Account or these investments for my circumstances.

## TRANSFERRING TO THE HL FUND AND SHARE ACCOUNT – QUESTIONS AND ANSWERS

### What are my transfer options?

**Transfer as cash** – your provider will sell your investments, then transfer the cash amount. You will not be invested during the transfer, so will not make gains or losses. Once your transfer is complete you'll be able to buy investments. This type of transfer usually takes 2-4 weeks depending on your provider.

**Transfer your investments** – all your investments and cash will be transferred. You will be invested during the transfer, so you could make gains or losses. Usually you cannot trade until your transfer is complete. This type of transfer usually takes 6-8 weeks, depending on your investments and provider.

If you select this option we will convert any funds transferred to the lowest cost version we offer. We will never convert you into a fund that's more expensive than the one you already hold. There are no charges or tax to pay. Before transferring please read about converting funds at [www.hl.co.uk/convert](http://www.hl.co.uk/convert).

We'll contact you to cover your options if your provider cannot transfer your investments or you hold an investment we do not offer.

If you've sent us share certificates we'll send you a Crest transfer form.

### Are there any charges to transfer?

It's free to transfer to us but your current provider may charge an exit fee, so it's worth checking with them first to make sure you won't be charged any excessive fees.

### Can I transfer part of my account?

In most cases, yes. Check with your current provider or call us on **0117 906 7816**. To transfer part of a holding, just include a signed letter of instruction with your form telling us exactly which holdings you wish to transfer and how many.

### How does the income instruction work?

Your income instruction tells us what you want us to do with any income your investments make. It applies to all investments in your account.

If you leave the income instruction blank we'll look at what you have told us before. If you haven't given us an instruction any income will be kept as cash in your account.

### Reinvest income automatically

We'll reinvest income when it reaches £10 per holding. There's a dealing commission of 1% (£1 minimum, £10 maximum) for shares.

If you buy funds we'll buy accumulation units for you where possible.

### Pay income out to my bank account

If you've chosen to have income paid out we'll send it to your nominated bank account on the 10th of the month, or the next working day.

If you buy funds we'll buy income units for you where possible.

### Hold income as cash in my Fund and Share account

We'll hold any income in your account until you've decided what to do with it. If you buy funds we'll buy accumulation units for you where possible.

### Any questions?

 **0117 906 7816**

 **[www.hl.co.uk](http://www.hl.co.uk)**

 **[helpdesk@hl.co.uk](mailto:helpdesk@hl.co.uk)**

### Don't want to hear from us?

If you don't want to receive emails from us, just send us an email or write to us to let us know.