

TRANSFERRING ASSETS TO YOUR BOND/ACCOUNT



THIS FORM SHOULD BE USED WHEN TRANSFERRING EXTERNAL ASSETS TO AN
UTMOST INTERNATIONAL BOND/ACCOUNT.

Before completing this form please make sure you receive and read the relevant client brochure for your chosen bond/account type.

INVESTORS AFFECTED BY UK TAX RULES

Please note that transferring assets under these arrangements may constitute disposals for tax purposes. You will need to make arrangements to meet any such tax liability from other sources where this applies. You may wish to consult your financial adviser for more information.

INVESTMENT ACCOUNT ONLY

Please note we can only accept the transfer of collective investments that are approved by the Monetary Authority of Singapore (MAS). If the assets you intend to transfer are held outside of Singapore you should satisfy yourself whether such a transaction will give rise to a tax liability.

Please note the power of attorney part of this form cannot be used by trustees.

All references to Utmost International in this form mean Utmost International Isle of Man Limited, Utmost International Isle of Man Limited Singapore Branch and Utmost PanEurope dac.

To complete this form:

- › use CAPITAL LETTERS only
- › use blue or black ink
- › complete all relevant sections. The asset holder should complete sections H & I if applicable. The policyholder should complete all other sections.
- › do not use correction fluid; any amendments should be crossed out, dated and initialled by all applicants or bond/account owners.

We will contact you regarding any missing information which will need to be provided in writing by you and this may delay your asset transfer.

TRANSFERRING ASSETS TO YOUR BOND/ACCOUNT

A CHECKLIST FOR THE TRANSFER OF ASSETS

As a transfer of assets is to be effected, I/We have: ✓

enclosed a completed application form for the relevant bond/account.

given full details of assets to be transferred in section E **schedule of assets to be transferred**, this must include ISIN codes or sedols, unit amounts, and approx. value per asset.

enclosed certificates for all of the assets shown on the **schedule of assets to be transferred** in section E.

completed a Crest form for UK share certificates or completed a US Stock Power form for US certificates.

completed details of my/our cash investment in section F (if applicable) and enclosed:

i. a copy of receipt of my/our electronic bank transfer.

completed section G (and H if applicable) **asset transfer authority**.

completed section I **power of attorney** (if applicable).

ensured that the signature of the witness has been included on the **power of attorney** in section I.

ensured that the signature(s) of all the owner(s) of the securities shown on the schedule of assets are included in this form **transferring assets to your bond/account**.

enclosed a current, up-to-date valuation of assets to be transferred. This must be dated within the last 6 months.

enclosed contact details of my/our nominee company/counterparty (if applicable).

enclosed confirmation that the nominee company have been instructed of the transfer to Utmost International directly by the client.

B DETAILS OF THE APPLICANT(S) OR BOND/ACCOUNT OWNER(S)

	Applicant or bond/account owner 1			Applicant or bond/account owner 2 (if any)		
Title (✓)	Mr	Mrs	Miss	Mr	Mrs	Miss
	Other	<input type="text"/>		Other	<input type="text"/>	
Full forename(s)	<input type="text"/>			<input type="text"/>		
Surname	<input type="text"/>			<input type="text"/>		

C DETAILS OF THE BOND/ACCOUNT

Bond/Account type (✓)	Executive Investment Bond	Executive Redemption Bond
	Collective Investment Bond	Collective Redemption Bond
	Executive Investment Account	Investment Account
	European Executive Investment Bond	Executive Life Portfolio
	European Collective Investment Bond	European Portfolio Bond
	Spanish Collective Investment Bond	International Portfolio Bond
	Silk Life Plan	Swedish Executive Portfolio
	Tailored Life Plan	
Bond/Account number	<input type="text"/>	

TRANSFERRING ASSETS TO YOUR BOND/ACCOUNT

D DETAILS OF WHERE THE ASSETS ARE HELD

Name of Institution	
Contact name	
Account number at Institution	
Contact telephone	
E-mail address	
Name of Institution	
Contact name	
Account number at Institution	
Contact telephone	
E-mail address	

E SCHEDULE OF ASSETS TO BE TRANSFERRED

This service is only available for individual asset values **over £5,000** (or other currency equivalent). This applies to initial as well as additional investments. Please complete the schedule of assets below.

Please see section H for further information on the procedures when transferring assets into an Utmost International bond/
account.

[illegible]

TRANSFERRING ASSETS TO YOUR BOND/ACCOUNT

All assets to be transferred must be quoted on a stock exchange recognised by Utmost International, or be registered and recognised by Utmost International. Please contact Utmost International regarding other assets which may be acceptable at its discretion. Further information will be supplied including details of valuation procedures which will be adopted in respect of such holdings. Utmost International reserves the right to refuse or accept a particular asset or value of asset.

F CASH INVESTMENT

If you would like to make an additional cash investment into your bond/account, please attach a copy of receipt of your electronic bank transfer payment*.

Please note that if a cash investment accompanies the asset transfer, you must state this on the main application for your bond/account.

Value of cash investment	<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"/>	
Currency (✓)	€	US\$	£	HK\$	S\$							
Other currency	<input type="text"/>											

* If you wish to make a payment via electronic bank transfer, please contact us for the relevant bank details which you will need for your transfer. You should quote the personal reference which must be issued by Utmost International before any transfer is made.

G ASSET TRANSFER AUTHORITY

To: Utmost International Isle of Man Ltd	Utmost PanEurope dac
King Edward Bay House	Navan Business Park
King Edward Road	Athlumney
Onchan	Navan
Isle of Man IM99 1NU	Co Meath C15 CCW8
Tel: +44 (0)1624 655 555	Ireland
Fax: +44 (0)1624 611 715	

1. As owner(s) of the assets listed in the schedule on the previous page ('the Assets'), I/we, in connection with an application for an Utmost International bond/account ('bond' or 'account') by

Name of applicant(s) or
bond/account owner(s)

hereby irrevocably authorise Utmost International to do any or all of the following as Utmost International in its absolute discretion shall decide:

- Transfer to Utmost International any or all of the Assets at the market value obtainable by Utmost International for the Assets at the time of receipt.
 - Return to me/us any of the Assets that are not transferred as aforementioned.
- I/We further authorise Utmost International to immediately apply any amount credited to me/us under section 1 above to the bond/account as premium and insert the appropriate amount in the bond/account application form(s).
 - I/We understand that the transfers in section 1(i) above will normally take place as soon as possible following the receipt of the correctly completed bond/account application form(s) and asset transfer authority, the relevant share certificates and/or other proof of title and, where appropriate, a completed power of attorney by Utmost International at the above address.
 - I/We further understand that if for any reason the applicant(s) or bond/account owner(s) do not proceed with the application for the bond/account, all charges incurred by Utmost International will be deducted from the proceeds paid over to me/us.

TRANSFERRING ASSETS TO YOUR BOND/ACCOUNT

5. I/We hereby declare that:

- i. I/We have the necessary power and authority to dispose of the Assets listed.
- ii. None of the Assets listed are subject to any lien, charge, encumbrance or third-party right.
- iii. I am/We are not a director/directors (or closely related to a director) of, or employed by, a company which has issued any of the Assets, nor of a subsidiary (as defined in Section 736 of the United Kingdom Companies Act 1985) of such a company.

6. I/We agree to:

- i. Account to Utmost International for all dividends, interest or other rights or benefits received or receivable by me/us after the transfer of the Assets listed to which I am/we are not entitled.
- ii. Pay all calls or other payments due in respect of the Assets before the transfer (except in so far as they were taken into account in the market value) and to forward to Utmost International all notices and communications received by me/us relating to the Assets and having effect after the date of transfer.

7. I/We understand that should the certificates or other documentation of title not accurately reflect My/Our holding in the respective companies, I/We will reimburse Utmost International to the extent of any loss suffered by Utmost International.

	First or sole applicant or bond/account owner	Joint applicant or bond/account owner (if any)
SIGNATURE	<div></div>	<div></div>
Full name	<div></div>	<div></div>
Date	<div>d d m m y y y y</div>	<div>d d m m y y y y</div>

H ASSET TRANSFER AUTHORITY - SUPPLEMENTARY DECLARATION

Where a jurisdiction prohibits joint ownership of the bond, but the assets are currently held jointly. If the joint owner agrees to transfer the assets they currently own with the applicant/bond owner, then the following declaration needs to be completed by them.

Supplementary declaration for joint ownership of assets

I consent to the assets being transferred into the ownership of Utmost International as an investment into the portfolio fund for a policy owned solely by the applicant/bond owner.

I confirm that I am aware that this transaction will normally be a gift by me, unless any arrangements have been made to recompense me for the value transferred.

I agree that Utmost International accepts no responsibility for any tax liabilities I may incur and that it is my responsibility to obtain my own legal and tax advice.

	Joint owner 1	Joint owner 2
SIGNATURE	<div></div>	<div></div>
Full name	<div></div>	<div></div>
Date	<div>d d m m y y y y</div>	<div>d d m m y y y y</div>

	Joint owner 3
SIGNATURE	<div></div>
Full name	<div></div>
Date	<div>d d m m y y y y</div>

TRANSFERRING ASSETS TO YOUR BOND/ACCOUNT

Either a signed stock transfer form will be required for each fund or you should complete **section I power of attorney** which will enable Utmost International to sign a stock transfer form on your behalf.

Such a transfer is a disposal by you of those assets and may result in a tax liability depending on your country of residence. You will need to make arrangements to meet any such tax liability from other sources where this applies. You may wish to consult your financial adviser for more information.

I POWER OF ATTORNEY

THE POWER OF ATTORNEY PART OF THIS FORM IS NOT SUITABLE FOR USE BY TRUSTEES

To: Utmost International
 King Edward Bay House
 King Edward Road
 Onchan
 Isle of Man IM99 1NU
 Tel: +44 (0)1624 655 555
 Fax: +44 (0)1624 611 715

This power of attorney is made this:

(Day of) (Month) (Year)

by
 (give full names as they
 appear on the statement)

I/We hereby appoint Utmost International (hereinafter called 'the Attorney') to be my/our Attorney to act in my/our name(s) and on my/our behalf by deed or otherwise to do any or all of the things necessary for the purpose of carrying into effect the provisions of the asset transfer authority dated:

(Day of) (Month) (Year)

attached hereto and to:

1. execute or sign any deed transfer or other document as may be required to effect the transfer or disposal of the securities and to give good receipts and discharges for all or any monies received in the same manner as fully and effectively in all respects as I/we could do if personally present; and
2. exercise all other rights and privileges and perform all duties which may now or in the future belong to me/us as holder(s) of the securities; and
3. generally act and deal in relation to the securities in all respects and whether through brokers, agents or otherwise as I myself/we ourselves could act or deal.

I/We hereby undertake if so required to ratify and confirm all that My/Our Attorney may do under this power and hereby declare that I/we have all necessary power of authority to dispose of the securities and that none of them are subject to any lien, charge or encumbrance or any rights of any third party.

IN WITNESS WHEREOF this document has been executed as a deed on the day and year first before written in the presence of the person(s) shown below.

TRANSFERRING ASSETS TO YOUR BOND/ACCOUNT

SIGNATURE

1. Signed and delivered as a deed

By the said
(insert full name)

In the presence of

2. Signed and delivered as a deed

SIGNATURE

Witness

Full name of witness

Address of witness

<input type="text"/>	
<input type="text"/>	
Postcode	Country

Occupation of witness

Witness

<input type="text"/>	
<input type="text"/>	
Postcode	Country

J PROCEDURES FOR TRANSFERRING ASSETS

This service is only available for assets with an individual value **over £5,000** (or other currency equivalent). This applies to initial as well as additional investments.

1. List the assets which you wish to transfer into your Utmost International bond/account. Each asset must have a **minimum value of £5,000** (or other currency equivalent).
2. Complete section I **power of attorney** and section G (and H if applicable) **asset transfer authority**. If any assets are held in joint names then both parties must complete these sections. Please remember that you must also have a witness to your signature as indicated on the **power of attorney**.
3. The **power of attorney** may not be an acceptable method of dealing with an asset transfer in certain locations. Wherever a power of attorney proves unacceptable, stock transfer forms may be issued which should be completed for each holding and sent directly to Utmost International. Clients may use this method for all assets if they so wish but the power of attorney method is recommended. Where you transfer assets which are currently held on your behalf by an appointed agent or nominee, then you must supply full details, including account number(s) and contact name and address, together with a copy of a recent statement. You should also write directly to the agent authorising them to deal with Utmost International over the transfer of the assets and supply a copy of the letter to Utmost International.
4. All fund certificates (including contract notes where available) should be sent with the completed **power of attorney**, **asset transfer authority** and the relevant Utmost International bond/account application form to Utmost International. The contract will then start on the working day that Utmost International receives information to its satisfaction that all necessary steps have been carried out to transfer legal ownership to Utmost International. However, if the transfer to Utmost International of the legal ownership of all the units or shares does not take place at the same time, then provided the net value of the units or shares first transferred into Utmost International ownership is at least equal to the minimum premium, then Utmost International may accept that amount and start the contract. Utmost International will treat the net value of any later transfer of ownership as an additional premium.

If the value transferred is less than our minimum stipulated premium (or additional premium) then we will normally hold it to your credit until the values transferred do meet our minimum stipulated premium or additional premium.

5. A statement of the value of the assets will be forwarded to the introducing financial adviser for distribution to you.
6. Utmost International will then transfer the assets in the bond/account into its name.

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7. Completion of the transfer of asset into the name of Utmost International, or into our account with our appointed custodian, can take several weeks to complete. **Please note that an asset cannot be sold while the transfer is in progress.**

Utmost International does not normally make a charge for the asset transfer service. Any custodian fees applicable when transferring the asset will be met by Utmost International. **However, Utmost International reserves the right to debit the bond/account with the costs incurred in the event that:**

- i. **excessive 'out of pocket' expenses are incurred, for example stamp duty in territories such as Australia and Hong Kong.**
- ii. **assets transferred are subsequently sold within three months of the transfer being completed.**

A WEALTH *of* DIFFERENCE

www.utmostinternational.com

Calls may be monitored and recorded for training purposes and to avoid misunderstandings.

Utmost Wealth Solutions is the registered business name of Utmost International Isle of Man Limited Singapore Branch.

Utmost International Isle of Man Limited Singapore Branch, 6 Battery Road #16-02, Singapore 049909.

Tel: +65 6216 7990 Fax: +65 6216 7999.

Registered in Singapore Number T08FC7158E. Authorised by the Monetary Authority of Singapore to conduct life assurance business in Singapore. Member of the Life Insurance Association of Singapore. Member of the Singapore Finance Dispute Resolution Scheme.

Utmost International Isle of Man Limited is registered in the Isle of Man under number 024916C.

Registered Office: King Edward Bay House, King Edward Road, Onchan, Isle of Man, IM99 1NU, British Isles.

Licensed by the Isle of Man Financial Services Authority.

Utmost Wealth Solutions is registered in the Isle of Man as a business name of Utmost International Isle of Man Limited.

Utmost PanEurope dac (registered number 311420) is regulated by the Central Bank of Ireland.

Registered Office address: Navan Business Park, Athlumney, Navan, Co. Meath, C15 CCW8, Ireland.

Utmost Wealth Solutions is registered in Ireland as a business name of Utmost PanEurope dac.

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