

PORTFOLIO BOND WITHDRAWAL/CLOSURE FORM



Lump sum withdrawal requests and full surrender requests are quicker online using Wealth Interactive. Find out more at www.utmostinternational.com

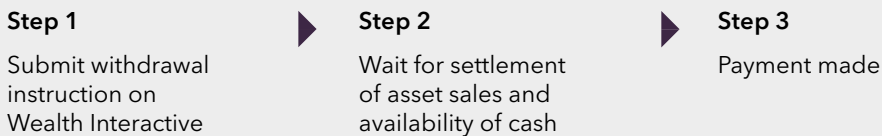
USING THE EDITABLE FIELDS?

To ensure your information is saved correctly, we recommend you save the form to your desktop before you start completing the required fields.

THE ONLINE PROCESS

Wealth Interactive prompts you for all the information to process the request - reducing the need for us to contact you, which may cause delays.

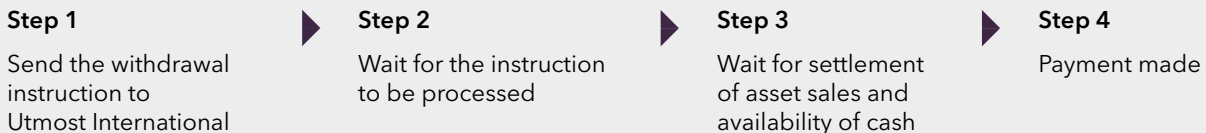
Plus, by submitting the instruction online, it will be possible for the asset sales to be placed immediately, with no manual processing.



THE OFFLINE PROCESS

Email or postal instructions will be allocated to our payments team and join the processing queue. If we need to ask for more information the request may be delayed.

Plus, by submitting the instruction online, it will be possible for the asset sales to be placed immediately, with no manual processing.



WHEN WILL I GET MY MONEY?

We will authorise and make the payment when the following statements are true:

- › Your funds or assets have been sold, the trades settled and the money you requested is available.
- › Utmost International Isle of Man Limited "Utmost International" has up-to-date bank details, has verified the bank account and is able to make payment.
- › You have submitted your withdrawal request online.
- › Utmost International are in receipt of all required AML due diligence documentation and information.

What happens if your funds or assets have not been sold yet, or more assets need to be sold to fund your payment?

Once we have received and processed your request, we will contact the managers of your chosen assets to request a sale. The time it takes for a trade to complete varies depending on the specific assets that you have chosen to invest into and how regularly they trade. You can obtain information on the trading criteria from the relevant asset managers.

When the trade completes (settles) and we are in receipt of all required AML due diligence documentation, we will authorise and make your payment.

For use with the following products issued by Utmost International Isle of Man Limited. ¹CIB, CIP, CRB, EIA, EIB, EIP, ERB, FIA, IA, IPB, IWB, WPL, WPR/WPS and WMP.

For use with the following products issued by Utmost PanEurope dac. ¹ECIB, EEIB, ELP, EPB, EWB and SCIB, as well as, Alpha, Integra Omega, Maxima, Prima, Omega for Capital and Sovereign.

Not for use with Offshore Collective Investment Bond (OCIB) or Select Bonds (ESB, ISBL, ISBR).

All references to Utmost International in this form refer to both Utmost International Isle of Man Limited and Utmost PanEurope dac.

THIS DOCUMENT WAS LAST UPDATED IN JANUARY 2024.

Please confirm with your financial adviser that this is the most up-to-date document for your product or servicing needs.

To complete this form:

- › Use black or blue ink.
- › Use CAPITAL LETTERS only.
- › Do not use correction fluid - cross through any amendments (initialled by all policyholders).
- › If you need to photocopy any pages to provide further details, please ensure all policyholders initial the pages.
- › We recommend that you speak to your financial adviser before completing this form.

If you are unsure of any terms used in this form or need further assistance, please refer to the 'Questions and Answers' section.

NOTE

There may be charges associated with a full surrender which will be debited prior to payment.

A POLICY DETAILS **MANDATORY**

Policy number	<input style="width: 100%;" type="text"/>	Product	<input style="width: 100%;" type="text"/>
Who should we contact in case of queries with this request?		Policyholder	Adviser
Contact name	<input style="width: 100%;" type="text"/>	Email address	<input style="width: 100%;" type="text"/>
Contact number	<input style="width: 100%;" type="text"/>	Alternate contact number	<input style="width: 100%;" type="text"/>

¹ For a description of the above acronyms, please refer to Question 1 of the 'Questions and Answers' section, at the back of this document.

16 Please provide details of previous address since commencement of the bond.	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>
	<input type="text"/> Postcode	<input type="text"/> Postcode
17 Contact telephone number	<input type="text"/>	<input type="text"/>
18 Email address	<input type="text"/>	<input type="text"/>
19 Country/Countries of Tax Residency	<input type="text"/>	<input type="text"/>
20 National Insurance (NI) number	<input type="text"/>	<input type="text"/>
21 US Tax Identification Number (TIN)	<input type="text"/>	<input type="text"/>
22 Other tax reference number(s)	<input type="text"/>	<input type="text"/>

If more than one previous address, please provide details on a separate sheet and attach securely to this form.

Only complete question 20 if you are a UK tax resident.

Only complete question 21 if you are a US tax resident.

ADDITIONAL REQUIREMENTS FOR POLITICALLY EXPOSED PERSONS

Under our current anti-money laundering obligations, we are required to identify persons associated with this Bond who could be classed as a Politically Exposed Person (PEP). A PEP is a term used to describe someone who is currently, or has previously been, entrusted with prominent public functions or responsibilities. For example: a Head of State, a holder of a senior political or government post, a senior member of the Judiciary or the Military, a senior employee of a State Owned Corporation, or a board member of a Central Bank. Immediate family members or close associates of a PEP should be considered a PEP in their own right. Provide details in the box below of any persons that could be considered a PEP (as defined above) in relation to this application. Non-completion confirms that there are no associated PEPs:

Where any parties to the Bond are considered a PEP (as defined above), you will be required to complete and submit a **Source of Wealth Questionnaire** alongside this application. This questionnaire can be obtained via www.utmostinternational.com or by contacting our Customer Service team.

CORPORATE DETAILS (IF APPLICABLE)

Corporate name	<input type="text"/>
Registered office address	<input type="text"/>
	<input type="text"/> Postcode
Contact number	<input type="text"/>

C METHOD OF WITHDRAWAL **MANDATORY**

Please note that the following options may also be referred to as a part surrender in your product Terms instead of a withdrawal.

There are tax implications when you take a part surrender/withdrawal from your bond. We cannot recommend which method is best for your personal circumstances. For Ireland products, depending on country of residence, Utmost PanEurope dac may be obliged to withhold tax. Further information can be obtained from your financial adviser.

SELECT THE METHOD FOR WITHDRAWAL/PART SURRENDER

One off withdrawal across all policies**Currency of payment²**

GBP USD EUR HKD CHF

Other³ Withdrawal value **or** Maximum⁴

Where the Trustees are partially surrendering across all policies, the proceeds should be used to benefit the beneficiaries where the Settlor is excluded from being a beneficiary.

**Regular withdrawal
(not available for policyholders resident in Belgium)****Currency of payment²**

GBP USD EUR HKD CHF

Other³ Value **or** Percentage of total premiums (per year)

For Ireland products, monthly withdrawals are only available if a total premium (which includes initial investments and top ups) or minimum investment of EUR150,000 (or currency equivalent) has been made.

Monthly Every 2 months Quarterly

Half yearly Yearly

Start date:

If your regular withdrawal start date has passed before we process this request, we will arrange a one off payment for the missed amount and start your regular payment from the next payment date.

D FULL SURRENDER OF INDIVIDUAL POLICIES

OPTIONAL

Currency of payment²

GBP USD EUR HKD CHF

Other³ Withdrawal value **or** number of policies **or** Policy Fund(s) to surrender

› If you would like to surrender individual policies or policy funds to receive a specific value, we will calculate the number of full policies to surrender based on the current value of the bond. **We will meet any shortfall by withdrawing the remaining amount across all policies (i.e. a part surrender).**

There are tax consequences when you take money from your bond. We cannot recommend which option is best for your personal circumstances. We recommend that you speak to your financial adviser before making a decision.

E FULL SURRENDER - BOND CLOSURE OPTIONS

OPTIONAL

If you are fully surrendering your bond, you should cancel any regular payments funding your bond.

Full Surrender (all assets will be sold)

Currency of payment⁵

GBP USD EUR HKD CHF

Other⁶

² The payment currencies available differ per product. Check your documentation to see that your preferred currency is available.

³ Other currencies which may be available include: AUD, CAD, DKK, JPY, NOK, NZD, SEK or SGD.

⁴ Maximum means the largest one off withdrawal available whilst maintaining a minimum balance, in line with the product Terms, to keep the bond open. Where requesting the maximum amount, please just insert the word "Maximum".

⁵ The payment currencies available differ per product. Check your documentation to see that your preferred currency is available.

⁶ Other currencies which may be available include: AUD, CAD, DKK, JPY, NOK, NZD, SEK or SGD.

F FUNDING YOUR WITHDRAWAL/FULL SURRENDER OF INDIVIDUAL POLICIES **OPTIONAL**

If you have requested us to appoint an Authorised Custodian (third party) to hold the Assets, you do not need to complete this section as we will instruct the Lead Authorised Custodian accordingly. The Lead Authorised Custodian must hold a sufficient cash balance to fund your withdrawal to avoid delays.

Dealing charges may apply for each Asset sale.

NOTE - APPLICABLE TO ALL PRODUCTS

- › Assets (including cash/transaction accounts) must be specified for all withdrawals in the table below.
- › For regular withdrawals, the Asset(s) chosen will become the Nominated Asset(s). The amount to be sold must be completed under the title ‘% of withdrawal’.
- › Payment cannot be completed until all asset sales have settled.

FULL NAME OF ASSET AND/OR CASH/TRANSACTION ACCOUNT INCLUDING CURRENCY	ASSET IDENTIFIER (ISIN)	% OF WITHDRAWAL (TO TOTAL 100%)	OR	SELL ASSET IN FULL (PLEASE TICK)
		%		
		%		
		%		
		%		
		%		

G PAYMENT DETAILS **MANDATORY**

NOTE

Payments must benefit all policyholders on the bond equally by being paid to a joint bank account.
 If not using a joint bank account, please specify the additional bank account details. Payments will be issued equally between accounts.
 Providing new bank details not previously paid to could cause delays as additional verification may be required.

Please select your preferred payment method:

Telegraphic Transfer.
 Please be advised that payments incur a bank transfer charge.

BACS direct credit.
 Only available for GBP payments paid to a UK, IOM or Channel Islands bank account.

This payment method takes three working days to reach the account, but doesn't incur a bank transfer charge.

If no payment method is selected we will default to Telegraphic Transfer, unless you have requested GBP regular withdrawals payments, in which case we will default to BACS where possible.

BANK DETAILS

Account name

Account number

Bank sort code - -

Building Society roll number (if applicable)

Bank BIC/SWIFT code (required for all banks outside the UK)

IBAN

Name & address of bank

 Postcode

How long has this account been held? Years

If more than two separate payees please copy this section and attach securely to this form.

When requesting withdrawals be paid to an account other than the account the Premium is remitted from (as detailed in section E), an original or suitably certified **bank statement must be submitted** to prove the alternative bank account is in the Policyholder(s) name.

Please note an intermediary SWIFT code is required when making international payments in a currency that is not locally used by the recipient bank. If this is in line with your request, please provide the intermediary SWIFT code for your bank. You may need to contact your bank to obtain this information.

Payment Reference / Further Credit Details

Intermediary SWIFT code

Please tick here if you want to proceed without the intermediary SWIFT code.

Please provide further bank details below (if applicable).

Account name

Account number

Bank sort code - -

Building Society roll number (if applicable)

Bank BIC/SWIFT code (required for all banks outside the UK)

IBAN

If you do not complete this section and the currency of your payment is not locally used by the recipient bank, we will need to contact you to request the intermediary SWIFT and this could delay the payment.

When requesting withdrawals be paid to an account other than the account the Premium is remitted from (as detailed in section E), an original or suitably certified **bank statement must be submitted** to prove the alternative bank account is in the Policyholder(s) name.

If more than two separate payees please copy this section and attach securely to this form.

Name & address of bank

	Postcode

How long has this account been held?

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Years

Please note an intermediary SWIFT code is required when making international payments in a currency that is not locally used by the recipient bank. If this is in line with your request, please provide the intermediary SWIFT code for your bank. You may need to contact your bank to obtain this information.

Payment Reference / Further Credit Details

Intermediary SWIFT code

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Please tick here if you want to proceed without the intermediary SWIFT code.

If you do not complete this section and the currency of your payment is not locally used by the recipient bank, we will need to contact you to request the intermediary SWIFT and this could delay the payment.

H REASONS FOR REQUEST **MANDATORY**

1 Reason for the original investment?

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For example: life assurance, wealth accumulation, inheritance planning, etc.

2 Reason for surrender / withdrawal?

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For example: fund performance, charges, change of circumstances, alternative investment, need access to funds for loan repayment, property investment, etc.

3 Did you seek financial advice on this surrender / withdrawal? Yes No

I DATA PRIVACY STATEMENT

Our Privacy Notice explains when and why we collect personal information about our customers, how we use it, the conditions under which we may share it with others and how we keep it secure. It also explains how long we keep customer information for, how a customer can obtain details of the information we keep and the choices customers have about how we use that information. You can find a copy on our website www.utmostinternational.com/privacy-statements or you can contact our Customer Service Team on 0845 602 9281 and request a copy.

J AUTHORITY OF POLICYHOLDER(S)

The declaration below is made by each person authorising the withdrawal/closure. I hereby:

1. Authorise and request Utmost International to carry out the transaction(s) detailed in either section D, E, F or G in accordance (where applicable) with Utmost International's relevant policy Terms and Conditions.
2. Confirm that there is no assignment or any person or company with a notice or interest in the Policy.
3. Confirm that there is no Bankruptcy Order against me or any beneficiary, nor am I or the beneficiary, an undischarged bankrupt or deemed to be insolvent under any relevant insolvency legislation.
4. Undertake to indemnify Utmost International against any claims or demands made by any other person or party as a result of the payment(s) requested in section D, E, F or G.
5. Agree that payment of the withdrawal or closure proceeds shall constitute full discharge of the liability of Utmost International.
6. Confirm that by fully/partially encashing the policy, the policyholder(s) has/have sought and considered financial advice in regards to the potential tax consequences and referred to the relevant policy Terms and literature.
7. Confirm that I am aware of the potential tax consequences of receiving the withdrawal or closure proceeds and I will declare these proceeds, if applicable, to the relevant tax authority in my country of residence.

Utmost International does not offer legal, tax or financial advice and we can accept no responsibility for any action taken or refrained from being taken on the basis of information provided by us. Any information provided is based on our understanding of the current law and practice and is subject to change in the future.

NOTE

For your convenience, you can email your completed form to IOMpaymentsout@utmostgroup.com including your bond number in the subject. You can also send the completed form back to us by post or fax to the details provided in response to Question 13 of the 'Questions and Answers' section.

SIGNATORIES - All policyholders, including trustees and/or pledgees where applicable, must sign below. Please also indicate the capacity in which you are acting and ensure this form is dated to avoid delays with your request.

	Signatory 1	Signatory 2
SIGNATURE	<input type="text"/>	<input type="text"/>
Full name	<input type="text"/>	<input type="text"/>
Capacity	<input type="checkbox"/> Individual <input type="checkbox"/> Trustee <input type="checkbox"/> Pledgee <input type="checkbox"/> Other	<input type="checkbox"/> Individual <input type="checkbox"/> Trustee <input type="checkbox"/> Pledgee <input type="checkbox"/> Other
Date	<input type="text" value="d d m m y y y y"/>	<input type="text" value="d d m m y y y y"/>
	Signatory 3	Signatory 4
SIGNATURE	<input type="text"/>	<input type="text"/>
Full name	<input type="text"/>	<input type="text"/>
Capacity	<input type="checkbox"/> Individual <input type="checkbox"/> Trustee <input type="checkbox"/> Pledgee <input type="checkbox"/> Other	<input type="checkbox"/> Individual <input type="checkbox"/> Trustee <input type="checkbox"/> Pledgee <input type="checkbox"/> Other
Date	<input type="text" value="d d m m y y y y"/>	<input type="text" value="d d m m y y y y"/>

QUESTIONS AND ANSWERS

Please read these questions and answers before completing and sending your instruction to us.

1 WHAT ARE THE DEFINITIONS OF THE ACRONYMS LISTED ON PAGE 2 FOR THE ISLE OF MAN AND IRELAND PRODUCTS?

Utmost International Isle of Man Limited products -

CIB - Collective Investment Bond, **CIP** - Collective Investment Plan, **CRB** - Collective Redemption Bond, **EIA** - Executive Investment Account, **EIB** - Executive Investment Bond, **EIP** - Executive Investment Plan, **ERB** - Executive Redemption Bond, **FIA** - Flexible Investment Account, **IA** - Investment Account, **IPB** - International Portfolio Bond, **IWB** - International Wealth Bond, **WPL** - Wealth Portfolio Life, **WPR/WPS** - Wealth Portfolio Redemption, **WMP** - Wealth Management Plan.

Utmost PanEurope dac products -

ECIB - European Collective Investment Bond, **EEIB** - European Executive Investment Bond, **ELP** - Executive Life Portfolio, **EPB** - European Portfolio Bond, **EWB** - European Wealth Bond, **SCIB** - Spanish Collective Investment Bond.

2 HOW DO I KNOW HOW MUCH I WILL GET WHEN I CLOSE MY BOND?

You can contact our Client and Adviser Support Team by email, mail to: IOMask@utmostgroup.com or by phone, 0044 (0) 1624 655555 prior to making your request. The team will be able to provide you with an approximate full surrender (closure) value as well as a breakdown of any associated charges. Please note if your bond is held with an Authorised Custodian, this amount will be based on the previous quarter's end-value.

3 WHAT IS A PLEDGEE/ASSIGNEE?

A Pledgee/Assignee is a creditor such as a bank or financial institution who has an interest in your bond to secure repayment for a debt or financial obligation held with their firm. While a Pledgee is associated with your bond, you will need them to countersign any requests for money to be paid out of the bond. The bank or institution will have a list of authorised signatories who can sign this request.

4 WHAT IS A NOMINATED ASSET?

A Nominated Asset is the Asset you choose to fund your regular withdrawal for each payment to be made from.

- › If you choose the cash Transaction Account as your Nominated Asset, you need to ensure that there is a sufficient cash balance at least five working days prior to the payment date to avoid the payment failing.
- › If you choose a Nominated Asset to sell then we will place a trade for your withdrawal amount prior to each payment's due date.

5 WHY DO I NEED TO PROVIDE MY TAX IDENTIFICATION NUMBER AND COUNTRY OF TAX RESIDENCE?

Under Automatic Exchange of Information (AEOI) regulations we are required to obtain certain information from our investors, including countries of tax residence and related tax identification numbers. We may have to provide this information to our domestic tax authority who may share it with overseas tax authorities. Failure to provide this information could result in your details automatically being reported under AEOI by default.

6 ARE THERE ANY TAX IMPLICATIONS IF I MAKE A WITHDRAWAL/SURRENDER?

The answer to this question varies depending on your individual circumstances and for this reason we strongly recommend that you seek financial and tax advice prior to requesting a withdrawal or surrender. Utmost International cannot provide you with financial or tax advice. For Ireland products, depending on the country of residence, Utmost PanEurope dac may be obliged to withhold tax from a payment. Further information can be obtained from your financial adviser.

7 ARE THERE ANY EARLY ENCASHMENT CHARGES?

There could be early encashment charges; however they vary by product and can depend on the length of time you have held the bond/plan. Details will be in your charges schedule. If you require more information, please contact us using the details shown in Question 12.

8 HOW LONG DOES IT TAKE TO SEND MY MONEY?

This varies depending on your request and instructions for payment.

- › Once your request has been authorised on our system, the following will apply:
 - If all the money is coming from an available cash balance on the bond, payment will be made the same day.
 - If the money is coming from the sale of an Asset(s), we will need to wait for the trade to complete (settle) before we can arrange the payment.
 - Time taken for a trade to complete varies depending on the holding and how regularly it trades.
 - If the money is coming from the Authorised Custodian, they will receive an instruction from Utmost International one working day after we have authorised your request. We will then need to wait to receive the money from them before we can arrange the payment.
 - If the money is being sent to you directly from the Authorised Custodian, on behalf of Utmost International, they will receive an instruction from Utmost International one working day after we have authorised your request. The timeframe to send the money to you will then be dependent on the Authorised Custodian.
- › Once we have received the cash either from the Authorised Custodian or from all the completed sales of your specified Assets, we will arrange payment to you within two working days. It is at this point that any applicable early encashment charges will be applied.

9 WHAT HAPPENS IF SOMETHING IS MISSING?

If, in our view, your instruction is not clear or we are missing key information, we will be unable to proceed and we will typically contact you or your financial adviser as per your instruction on Page 2. This will delay your request.

10 WHO HAS TO SIGN THE FORM?

All policyholders including trustees and/or pledgees (where applicable) must sign.

11 ALPHA, INTEGRA, MAXIMA, OMEGA FOR CAPITAL, PRIMA AND SOVERIGN PRODUCTS ONLY - IF I HAVE CHOSEN A PERCENTAGE FOR A REGULAR WITHDRAWAL WHAT IS THIS BASED ON?

Percentages will be based on premiums received prior to this request. If you require the percentage to be include additional premiums received in future, we will require a revised instruction based on that.

12 WHAT IF I HAVE MORE QUESTIONS?

Your financial adviser should be your first point of contact; however, if you would like to speak to us, please call our Client and Adviser Support Team on 0044 (0) 1624 655555 or email us at IOMask@utmostgroup.com

13 IF I DO NOT HAVE ACCESS TO EMAIL, WHERE CAN I SEND MY COMPLETED FORM TO?

To post your completed form, please address this to the Payment Department at either Utmost International Isle of Man Limited or Utmost PanEurope dac (using the location relevant to your product) and send this to King Edward Bay House, King Edward Road, Onchan, Isle of Man, IM99 1NU, British Isles or alternatively you can fax it to 0044 (0)1624 611715.

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 Hong Kong Office: Unit 2402C, Great Eagle Centre, 23 Harbour Road, Wanchai, Hong Kong.

Tel: +852 3552 5888 Fax: +852 3552 5889. Authorised by the Insurance Authority of Hong Kong to carry on long-term business.

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.

Tel: +44 (0)1624 655 555 Fax: +44 (0)1624 611 715. 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 PanEurope dac is a Category A Insurance Permit holder with the Jersey Financial Services Commission.

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

UWSQ PR 13485 | 01/24