

ASSIGNMENT OF POLICIES FORM



FOR ASSIGNING OWNERSHIP OF SEGMENTS TO AN INDIVIDUAL INCLUDING SPLITTING OUT SEGMENTS TO FORM A NEW BOND

Utmost Wealth Solutions is the brand name used by a number of Utmost companies. This item has been issued by Utmost International Isle of Man Limited.

Do not complete this form where assigning into trust, instead submit the original or certified trust deed together with suitable identification documents and a completed **Tax Declaration and Self-Certification for Trusts** for all trustees.

If segments are being assigned for the purpose of immediate surrender, instead complete the Assignment of Policies for Immediate Surrender Form.

BEFORE YOU BEGIN

This form is split into three sections. The section to complete depends on how the assigned segments are to be held. We recommend that you read the **Transferring Ownership Guide** and seek appropriate financial advice before completing this form.

Where assigning to more than one individual, and the segments are not going to be held on a joint basis, an **Assignment of Policies Form** will be required for each assignee.

This assignment results in a change of ownership. It may also affect the personal taxation of the parties involved. You should refer to your financial adviser before completing this to ensure it meets your requirements. No responsibility is accepted by Utmost International Isle of Man Limited for any consequences arising from the assignment of segments.

If your policy only holds one segment this cannot be split and requires a full assignment of ownership.

HOW TO COMPLETE THIS FORM

Paper completion

Please complete this form using blue or black ink and BLOCK CAPITALS. If you make a mistake, cross it out, put in the correct words and sign your initials next to the correction. Do not use correction fluid.

Electronic completion

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

This document contains links to relevant documents, websites and email addresses. Click on the **bold gold** words to access these links.

Throughout this form, 'I', 'me' and 'my' means the assignor or assignee where applicable and 'the Company' refers to Utmost International Isle of Man Limited.

WHAT TO DO WHEN YOU'VE COMPLETED THIS FORM

Once complete, return this form and any supporting documents to:

Utmost International Isle of Man Limited, King Edward Bay House, King Edward Road, Onchan, Isle of Man, IM99 1NU, British Isles.

We can also accept forms by email at servicing@utmostwealth.com

Please note: We have the right to request the original form so please sure you keep original as we can ask for the original in the future.

Please contact servicing@utmostwealth.com for any servicing needs or call our customer support number on **01624 643 345**.

	PAGE	PART	REQUIREMENT	TICK PART COMPLETED
Assignment details	2	A – Deed of Assignment	Mandatory	<input type="checkbox"/>
	4	B – The current owner ‘the assignor’	Mandatory	<input type="checkbox"/>
	6	C – The new owner ‘the assignee’	Mandatory	<input type="checkbox"/>
	8	D – Politically Exposed Persons	Mandatory	<input type="checkbox"/>
	8	E – Identification and Certification requirements	Mandatory	<input type="checkbox"/>
Assignment option	9	F - Assigning all segments (entire bond)	Only complete one of these sections	<input type="checkbox"/>
	13	G - Assigning segments within the existing bond		<input type="checkbox"/>
	14	H - Assigning segments to form a separate policy cluster (bond split)		<input type="checkbox"/>
Declarations	20	I – Assignor declaration	Mandatory	<input type="checkbox"/>
	21	J – Assignee declaration	Mandatory	<input type="checkbox"/>

A DEED OF ASSIGNMENT **MANDATORY**

A1 ASSIGNMENT DETAILS

Date of assignment Not valid unless dated

Policy number

Number of remaining segments

Who should we contact in case of queries with this request?

Contact name


Email address

Contact number

Alternative contact number

Refer to the Policy Schedule for the number of active segments within the bond, alternatively contact our Customer Support team.

A2 SEGMENTS BEING ASSIGNED

 To ensure you select the right option for you and your assignee(s), it is recommended that you read the **Transferring Ownership Guide** and seek appropriate financial advice prior to completing this form.

Tick one of the following options:

Assign all segments - ownership of the entire bond will be transferred to the assignee(s) - Complete **Section F** - Assigning all segments (entire bond)

OR

Assign a specific number of segments - ownership of only these segments will be transferred to the assignee(s)

Number of segments

a. **Held within the existing bond** - Complete **G** - Assigning segments within the existing bond

b. **Separated to form a separate bond** - Complete **H** - Assigning segments to form a separate policy cluster (bond split)

A3 REASON FOR ASSIGNMENT

NOW THIS DEED WITNESSES as follows:

- 1 The assignor hereby assigns the policies and the full benefit to the assignee absolutely.
- 2 The assignor and assignee hereby confirm that this assignment is: Tick one.


A gift Part of a divorce settlement (Court Order applies)


Part of a divorce settlement (no Court Order applies)¹

A transfer for money or money's worth²

Reason for initial investment

Relationship of the assignee to the assignor

 The assignor is the current owner of the policies.

 The assignee is the recipient of the assignment and must be aged 18 or over on the day the deed is completed and dated. Where more than one assignee is named, they will hold the policies jointly.

¹ Please note that these assignments are always treated as 'assignments for money or money's worth' which may have tax consequences. We strongly recommend that you seek financial advice before proceeding.

² If the segments have been sold to the assignee(s) for money or money's worth, we will require additional information regarding how the assignee(s) originally accumulated funds used for the purchase. Documentary evidence of source of wealth may be requested to meet our regulatory obligations. This type of assignment may have tax consequences. We strongly recommend that you seek financial advice before proceeding.

Only complete question 17 or 18 below if you were born in the US , you are a US citizen and/are resident in the US for tax purposes.

	First assignor/trustee		Second assignor/trustee (if any)	
	Yes	No	Yes	No
17 I confirm that I am a US citizen and/or resident in the US for tax purposes (green card holder or resident under the substantial presence test) and my US federal taxpayer identifying number (US TIN) is shown above.				
18 I confirm that I was born in the US (or a US territory) but I am no longer a US citizen.				

We will presume that you are not resident in the US for tax purposes if question 17 and 18 are left blank unless there is indicia which contradicts this.

If you have ticked question 18 you must provide a certified copy your US loss of nationality certificate.

B2 ASSIGNOR EMPLOYMENT DETAILS


1 Employment status	Employed	Employed
	Self Employed	Self Employed
	Retired	Retired
	Unemployed	Unemployed
	Homemaker	Homemaker
2 Date of retirement or unemployment or became homemaker	<input type="text" value="d"/> <input type="text" value="d"/> <input type="text" value="m"/> <input type="text" value="m"/> <input type="text" value="y"/> <input type="text" value="y"/> <input type="text" value="y"/> <input type="text" value="y"/>	<input type="text" value="d"/> <input type="text" value="d"/> <input type="text" value="m"/> <input type="text" value="m"/> <input type="text" value="y"/> <input type="text" value="y"/> <input type="text" value="y"/> <input type="text" value="y"/>
3 Occupation	<input type="text"/>	<input type="text"/>
4 Last year's annual income/salary	Currency <input type="text"/>	Currency <input type="text"/>
	Amount <input type="text"/>	Amount <input type="text"/>
5 Do you receive income other than from your occupation? If "Yes" please provide details including amount and source	Yes No	Yes No
	<input type="text"/>	<input type="text"/>
6 Employer/business name	<input type="text"/>	<input type="text"/>
7 Employer/business Address	<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


Questions 2 and 3, If Retired, Unemployed or a Homemaker please provide your former occupation including role e.g. Director accountancy and include date of retirement, unemployment or becoming a homemaker.


Question 4, Income details are required for Know Your Client and AML requirements where the Assignor funded the original investment only and failure to complete will result in a delay in processing the application.


C1 THE ASSIGNEE DETAILS


1 Role	First assignee/trustee		Second assignee/trustee (if any)	
2 Title (Mr Mrs, Ms, etc.)	<input type="text"/>		<input type="text"/>	
3 First Name(s)	<input type="text"/>		<input type="text"/>	
4 Surname	<input type="text"/>		<input type="text"/>	
5 Do you have a maiden name, a previous name or alias? If "Yes", provide the other name(s)	Yes	No	Yes	No
	<input type="text"/>		<input type="text"/>	
6 Date of birth	<input type="text" value="d"/> <input type="text" value="d"/> <input type="text" value="m"/> <input type="text" value="m"/> <input type="text" value="y"/> <input type="text" value="y"/> <input type="text" value="y"/> <input type="text" value="y"/>		<input type="text" value="d"/> <input type="text" value="d"/> <input type="text" value="m"/> <input type="text" value="m"/> <input type="text" value="y"/> <input type="text" value="y"/> <input type="text" value="y"/> <input type="text" value="y"/>	
7 Country and place of birth	<input type="text"/>		<input type="text"/>	
8 Please list all nationalities/citizenships held.	<input type="text"/>		<input type="text"/>	
	<input type="text"/>		<input type="text"/>	
9 Permanent residential address	<input type="text"/>		<input type="text"/>	
	<input type="text"/>		<input type="text"/>	
	<input type="text"/>		<input type="text"/>	
	<input type="text" value="Postcode"/>		<input type="text" value="Postcode"/>	
10 Is the correspondence address the same as the permanent residential address? If "No", please provide the correspondence address	Yes	No	Yes	No
	<input type="text"/>		<input type="text"/>	
	<input type="text"/>		<input type="text"/>	
	<input type="text"/>		<input type="text"/>	
	<input type="text" value="Postcode"/>		<input type="text" value="Postcode"/>	
11 Contact telephone number	<input type="text"/>		<input type="text"/>	
12 Email address	<input type="text"/>		<input type="text"/>	
13 Country of tax residence	<input type="text"/>		<input type="text"/>	
14 National Insurance ("NI") number	<input type="text"/>		<input type="text"/>	
15 US Tax Identification number ("TIN")	<input type="text"/>		<input type="text"/>	
16 Other tax reference number (s)	<input type="text"/>		<input type="text"/>	

Question 10,  We accept no responsibility for the consequences of sending documentation to this correspondence address, or an address notified subsequently. Utmost International reserves the right to send correspondence to the residential address where regulations prevent it from being sent to any other address.

Question 11,  Your telephone number is used for fraud prevention controls.

Question 12,  Please note each applicant must have a unique email address. An email address cannot be shared by users on the Online Service Centre.

Question 14,  Only complete question 14 if you are a UK tax resident.

Question 15,  Only complete question 15 if you are a US tax resident.

Only complete question 17 or 18 below if you were born in the US , you are a US citizen and/are resident in the US for tax purposes.

	First assignee/trustee		Second assignee/trustee (if any)	
	Yes	No	Yes	No
17 I confirm that I am a US citizen and/or resident in the US for tax purposes (green card holder or resident under the substantial presence test) and my US federal taxpayer identifying number (US TIN) is shown above.				
18 I confirm that I was born in the US (or a US territory) but I am no longer a US citizen.				

We will presume that you are not resident in the US for tax purposes if question 17 and 18 are left blank unless there is indicia which contradicts this.

If you have ticked question 18 you must provide a certified copy your US loss of nationality certificate.

C2 ASSIGNEE EMPLOYMENT DETAILS

	First assignee	Second assignee (if any)
1 Employment status	<input type="checkbox"/> Employed <input type="checkbox"/> Self Employed <input type="checkbox"/> Retired <input type="checkbox"/> Unemployed <input type="checkbox"/> Homemaker	<input type="checkbox"/> Employed <input type="checkbox"/> Self Employed <input type="checkbox"/> Retired <input type="checkbox"/> Unemployed <input type="checkbox"/> Homemaker
2 Date of retirement or unemployment or became homemaker	<input type="text" value="d d m m y y y y"/>	<input type="text" value="d d m m y y y y"/>
3 Occupation	<input type="text"/>	<input type="text"/>
4 Last year's annual income/salary	Currency <input type="text"/> Amount <input type="text"/>	Currency <input type="text"/> Amount <input type="text"/>
5 Do you receive income other than from your occupation? If "Yes" please provide details including amount and source	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="text"/>
6 Employer/business name	<input type="text"/>	<input type="text"/>
7 Employer/business Address	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>
	<input type="text" value="Postcode"/>	<input type="text" value="Postcode"/>

Questions 2 and 3, If Retired, Unemployed or a Homemaker please provide your former occupation including role e.g. Director accountancy and include date of retirement, unemployment or becoming a homemaker.

Question 4: The completion of this section is only required if you selected the money or money's worth option as the reason for assignment in Section A. If relevant, income details are required for Know Your Client and AML requirements and failure to complete will result in a delay in processing the application.

D POLITICALLY EXPOSED PERSONS

MANDATORY

We are required to identify persons associated with this application 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. Family members or close associates of a PEP must also be considered PEPs themselves.

Is there anyone associated with this application who could be considered a PEP? Yes No

If "Yes" provide details

E IDENTIFICATION REQUIREMENTS

MANDATORY

Under Manx and Irish anti-money laundering regulations we are required to verify the identity and address of all assignee(s). In addition, a change in ownership is deemed a 'trigger event' under anti-money laundering regulations and we must bring any previous verification of identity up to current standards for existing policyholders/trustees. As such, you may also be required to provide identity and address verification for the assignors. Refer to our Anti-Money Laundering and Source of Wealth Requirements for **Isle of Man** for more information.

Guidance on how to certify and suitable certifiers is available on our [Anti-Money Laundering and Documentation Certification Requirements guidance note](#).

If you are presenting documentation to verify the change confirmed in section B or C please confirm how the certifier reviewed the documents.

	Assignor 1	Assignor 2	Assignee 1	Assignee 2
Met you in person				
Met you face-to-face via secure live video stream				
Did not meet you and received original documents by post				
Other, please provide details				

Certification Requirements

Identity Verification

I hereby confirm that this document is a true copy of the original which I have seen, and the photograph represents a true likeness of the client whom I have met.

Address Verification

I hereby confirm that this document is a true copy of the original which I have seen.

F ASSIGNING ALL SEGMENTS (ENTIRE BOND)

Only complete this section if the entire bond is being assigned to the assignee(s), in accordance with Part A.

REGULAR WITHDRAWALS - TO BE COMPLETED BY THE ASSIGNEE(S)

**Any regular withdrawals in place prior to the assignment will be removed.
 Assignee(s) should complete this section if you would like to set up regular withdrawals on the bond.**

	Annual percentage of premium (s)	Annual monetary amount								
1 Amount to be withdrawn from the bond	<input type="text"/> %	or <input type="text"/>								
2 Frequency of withdrawals	<input type="checkbox"/> Monthly	<input type="checkbox"/> Quarterly								
	<input type="checkbox"/> Half-yearly	<input type="checkbox"/> Yearly								
3 Payment start date	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td>d</td><td>d</td><td>m</td><td>m</td><td>y</td><td>y</td><td>y</td><td>y</td> </tr> </table>		d	d	m	m	y	y	y	y
d	d	m	m	y	y	y	y			
	<input type="checkbox"/> As soon as possible									

Regular withdrawals could potentially cause a chargeable gain. Refer to our **Tax Information - Client Guide** or speak to your financial adviser for further information. Alternatively, contact our Customer Support team on **+44 (0)1624 643 345**.

BANK ACCOUNT DETAILS FOR REGULAR WITHDRAWALS:

1 Name of account holder	<input type="text"/>
2 Account number (for BACS payments this must be 8 digits)	<input type="text"/>
3 Bank sort code	<input type="text"/> - <input type="text"/> - <input type="text"/> (must be 6 digits)
4 Building Society roll number (if applicable)	<input type="text"/>
5 Bank BIC/Swift code (required for all banks outside the UK)	<input type="text"/>
6 IBAN	<input type="text"/>
7 Bank/Building Society name	<input type="text"/>
8 Address	<input type="text"/>
	<input type="text"/>
9 Postcode	<input type="text"/> - <input type="text"/>

A bank statement will be required for payments to any bank account not already known to the Company.

Payments to third parties are not normally allowed. However, in exceptional circumstances, they may be considered. For further information, contact our Customer Support team.

F ASSIGNING ALL SEGMENTS (ENTIRE BOND) (continued)

FINANCIAL ADVISER & ADVICE PAYMENT DETAILS - TO BE COMPLETED BY THE ASSIGNEE(S)

It is strongly recommended that financial advice be sought and that a financial adviser be nominated to provide advice on your bond.

Where no financial adviser is specified here, there will be no adviser firm linked to the bond and any existing financial adviser will be removed.

DETAILS OF ADVISER PROVIDING FINANCIAL ADVICE

The assignee(s) wish to continue the relationship with the current adviser

OR

The assignee(s) wish to appoint a new financial adviser

Name of adviser's firm	<input type="text"/>
Full address	<input type="text"/>
Postcode	<input type="text"/>
FCA number	<input type="text"/>

COMMISSION AND FUND ADVISER FEES - PRE RDR AGREEMENTS

If the bond being assigned to you was issued before adviser charging applied (normally before 31 December 2012), this section may be relevant to you.

In changing the ownership of the bond, any ongoing commission arrangements in place will stop.

By ticking the box below, you may elect to continue any current ongoing commission payments to the financial adviser you have detailed above. Your adviser will need to provide you with an ongoing service for commission to apply and you will need to agree this with them before completing this section. There may be tax benefits to you if you pay for advice using this method. For more information, contact your financial adviser who will be able to assist you.

The assignee(s) has agreed with the firm set out above to continue the ongoing commission payments and fund adviser payments (where applicable)

F ASSIGNING ALL SEGMENTS (ENTIRE BOND) (continued)

ADVISER CHARGES - PAYMENTS FOR FINANCIAL ADVICE

If the bond being assigned to you is an Evolution or Estate Planning Bond, and you want us to facilitate adviser charge payments from the bond (on any matter not relating to the underlying investments linked to the bond), this section may be relevant to you.

As a result of the change of bond ownership, any arrangements to pay ongoing adviser charges from the bond will stop.

Adviser charges paid to the financial adviser will make up part of the 5% annual tax-deferred entitlement and may have potential tax consequences. For more information, please speak to your financial adviser.

Should the assignee(s) want us to facilitate adviser charge payments to the financial adviser noted above including continuing any existing payment arrangements, complete the section below.

1 This adviser charge should be applied to:

- i) all premiums
- ii) all premiums invested from 1 January 2013
- iii) specific premiums specified here

The calculations for the adviser charges will be done using the current value of that specific premium(s), rather than the original premium amount invested.

2 Frequency of payments Monthly Quarterly Half-yearly Yearly

Where requesting a monetary amount, this must be in the currency of your bond.

3 Specify the total **annual** amount as either a monetary figure or a percentage value

Annual monetary amount (£/US\$/€) . **OR** **Annual %** of premium(s) value stated in question 1 %

State the total percentage of bond value or monetary amount you wish to pay per year. For example, if you wish to pay 0.1% payable on a half-yearly basis, the amount you should state is 0.2% or, if you wish to pay £500 on a half-yearly basis, the amount you should state is £1,000.

4 Ongoing adviser charge start date / / **OR** As soon as possible In line with previous payments

5 Does the ongoing adviser charge attract VAT? Yes

(If yes, this will be applied in addition to that stated in **question 3** of this section)

G ASSIGNING SEGMENTS WITHIN THE EXISTING BOND

Only complete this section if this option was selected in Part A

IMPORTANT INFORMATION ABOUT ASSIGNING INDIVIDUAL SEGMENTS WITHIN THE EXISTING BOND

Where the intention is to assign segments to more than one individual and each assignee is to solely own their segments (i.e. not jointly own them together with the other assignee), a completed **Assignment of Policies Form** will be required for each assignee.

By assigning segments using this method, both assignees and assignors are agreeing that:

- › their data will be shared with those owning other segments within the same bond, as well as any linked advisers
- › only one address will be used for primary correspondence
- › any withdrawals taken and adviser charges paid will be taken equally across all policy segments
- › underlying investments are held across all policy segments, and individual assignees holding specific segments cannot have their own investment strategy
- › future instructions must be signed by all policyholders where the request will affect all segments within the bond.

REGULAR WITHDRAWALS

As a result of assigning segments within the bond, any regular withdrawals in place will stop.

Should the assignees wish to set up regular withdrawal payments from the bond following this assignment, we will require that all policyholders complete and return a **Withdrawal or Surrender Form**.

ADVISER DETAILS - TO BE COMPLETED THE ASSIGNEE(S)

It is essential that the assignee(s) agree to the appointment of any advisers (if applicable) currently acting on the bond in order for them to continue in that capacity.

The assignee(s) agree to the appointment of the:

1. present financial adviser (if applicable) Yes No
2. present investment adviser (if applicable) Yes No

Where evidence of agreement is not provided, any financial or investment adviser currently in place will be removed from the bond as well as any ongoing advice payments.

EXISTING ADVICE PAYMENTS - TO BE COMPLETED BY THE ASSIGNEE(S)

In changing the ownership of segments within the bond, you must consent to any existing ongoing advice payments to the advisers appointed to act on the bond in order for these to continue (where applicable). Where we do not receive your consent to continue with existing advice payments from the bond, these will be removed.

It is essential that you are fully aware of the ongoing services being provided by the adviser in relation to the charge agreement. This includes knowing the specific charge for that advice and understanding any possible tax implications that they may have.

COMMISSION AND FUND ADVISER FEES - PRE RDR ARRANGEMENTS

The assignee(s) consent to the ongoing commission payments to the adviser at their current rate Yes No

ADVISER CHARGES - PAYMENTS FOR FINANCIAL ADVICE

The assignee(s) consent to the ongoing adviser charge payments to the agreed adviser at their current rate Yes No

INVESTMENT ADVISER CHARGES - PAYMENTS FOR INVESTMENT ADVICE

The assignee(s) consent to the ongoing investment adviser charge payments to the agreed investment adviser at their current rate Yes No

G ASSIGNING SEGMENTS WITHIN THE EXISTING BOND (continued)

INVESTMENT DETAILS

No changes will be made to the underlying investments as a result of this assignment. If the bond is linked to a portfolio of investments which is being managed by an External Manager and/or Custodian (EMC), the assignee(s) will need to speak to the EMC directly to discuss the proposed changes and ensure they are happy to onboard new customers. There must be a single mandate in place with the EMC.

We strongly recommend that assignees seek financial advice regarding the suitability of these investments. Should the policyholders wish to make changes to the investments, contact our Customer Support team on **+44 (0) 1624 643 345** or via email at **customersupport@utmostwealth.com** to obtain the appropriate form.

CORRESPONDENCE DETAILS

Where segment owners reside at different addresses, confirm below which address should be used for bond correspondence.

Full address

Postcode

				-			
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H ASSIGNING SEGMENTS TO FORM A SEPERATE POLICY CLUSTER (BOND SPLIT)

Only complete this section if this option was selected in Part A.

IMPORTANT INFORMATION ABOUT ASSIGNING INDIVIDUAL SEGMENTS TO FORM A SEPARATE POLICY CLUSTER

Where the intention is to transfer segments to form multiple separate policy clusters, a completed **Assignment of Policies Form** will be required for each assignee/new cluster of policies. We will assign a new number to the new cluster of policies (which we refer to as a 'new bond' below).

By assigning segments to be held as a separate bond for administration reasons, both assignors and assignees must be aware that:

- › a bond split should only be selected where the intention is to keep the bond in force for at least 12 months after splitting
- › once started, a bond split cannot be reversed
- › all trading will be suspended and no regular withdrawals or adviser charges can be paid, until the policy separation is complete
- › each bond will be subject to its own quarterly administration charge, in addition to paying a proportionate amount of any other existing bond charges, in accordance with the product's terms and conditions.
- › any annual valuation statements due will be delayed until the process has been completed

ESSENTIAL CHECKS TO PERFORM BEFORE COMPLETION

In some circumstances, separating segments to form another bond may not be possible. This means it is essential that you perform the following checks prior to submitting this form:

- › The total value of the segments being assigned to form the new policy cluster exceed £15,000
- › The total value of the segments being retained under the original bond designation exceed £15,000.

H ASSIGNING SEGMENTS TO FORM A SEPARATE BOND (continued)

PART 1 - ORIGINAL BOND DETAILS (REMAINING SEGMENTS) - TO BE COMPLETED BY THE ASSIGNOR(S)

If multiple assignments are being requested, meaning the existing Policyholder(s) will not continue to own segments, Part 1 should be left blank.

REGULAR WITHDRAWALS (ORIGINAL BOND) - TO BE COMPLETED BY THE ASSIGNOR(S)

After completion of the assignment, any regular withdrawals from the existing bond will stop (where applicable).

By assigning segments from the existing bond, it reduces your annual 5% tax-deferred entitlement which may lead to tax implications if you continue to take withdrawals at the current rate. You may elect to continue or reduce any existing regular withdrawal payments by completing this section.

It is strongly recommended that you seek financial advice regarding withdrawals from your bond.

The assignor(s) wish to continue regular withdrawals at the current rate

The assignor(s) wish to continue regular withdrawals, reduced proportionally in line with the segments being assigned away

Should you wish to request a specific amount, or change the bank account details that regular withdrawals are paid to, instead complete and attach a **Withdrawal or Surrender Form**.

EXISTING ADVICE PAYMENTS (ORIGINAL BOND) - TO BE COMPLETED BY THE ASSIGNOR(S)

After completion of the assignment, any existing advice payments from the bond will stop (where applicable).

You may elect to continue paying existing advice payments from the bond. It is important you are aware that any adviser payment agreements which have been set to a percentage will be based on the value of segments remaining in your bond, following assignment. Adviser payment agreements at a set monetary level can either continue at that amount, or be reduced proportionally in line with the segments being assigned away.

It is essential that you are fully aware of the ongoing services being provided by the adviser in relation to the advice payment. This includes knowing the specific charge for the advice. You should ensure that any changes to your adviser payment agreement are discussed with your adviser.

By assigning segments from the existing bond, it reduces your annual 5% tax-deferred entitlement which may lead to tax implications where paying adviser charges. It is strongly recommended that you discuss your charges, including any possible tax implications, with your adviser.

The assignor(s) wish for the adviser payment agreement currently in place to continue at the current rate of charging

The assignor(s) wish for the adviser payment agreement currently in place to reduce proportionally in line with the segments being assigned away (monetary based advice payments only)

Should the assignor(s) wish to agree a new charge, or amend the rate of an existing payment to a new specific rate, an **Adviser Charges Pack** should be completed and returned to Utmost International Isle of Man Limited.

H ASSIGNING SEGMENTS TO FORM A SEPARATE BOND (continued)

ADVISER & ADVICE PAYMENT DETAILS - TO BE COMPLETED BY THE ASSIGNEE(S)

It is strongly recommended that financial advice be sought and that a financial adviser be appointed to provide advice on your bond.

DETAILS OF ADVISER PROVIDING FINANCIAL ADVICE

The assignee(s) wish to continue the relationship with the current adviser

OR

The assignee(s) wish to appoint a new financial adviser

Name of adviser's firm	<input type="text"/>
Full address	<input type="text"/>
Postcode	<input type="text"/>
FCA number	<input type="text"/>

COMMISSION AND FUND ADVISER FEES - PRE-RDR AGREEMENTS

If the segments being separated to form a new bond were originally taken out before adviser charging applied (normally before 31 December 2012), this section may be relevant to you.

In separating the segments to form a new bond, any ongoing commission arrangements previously in place from the assigned segments will stop.

By ticking the box below however, you may elect to continue any current ongoing commission payments to the financial adviser you have detailed above. Your financial adviser will need to provide you with an ongoing service for commission to apply and you will need to agree this with them before completing this section. There may be tax benefits to you if you pay for advice using this method. For more information, contact your financial adviser who will be able to assist you.

The assignee(s) have agreed with the firm set out above to continue the ongoing commission payments

H ASSIGNING SEGMENTS TO FORM A SEPARATE BOND (continued)

ADVISER CHARGES - PAYMENTS FOR FINANCIAL ADVICE

If the segments being separated to a new bond number are from an Evolution or Estate Planning Bond and you want us to facilitate adviser charge payments from the bond (on any matter not relating to the underlying investments linked to the bond), this section may be relevant to you.

As a result of separating the segments to form a new bond, any prior arrangements to pay ongoing adviser charges from your segments will not be transferred to your newly formed bond.

Should the assignee(s) want us to facilitate adviser charge payments to the financial adviser noted on the previous page, complete the section below.

1 This adviser charge should be applied to:

- i) all premiums
- ii) all premiums invested from 1 January 2013
- iii) specific premiums listed below

--	--

2 Frequency of payments Monthly Quarterly Half-yearly Yearly

3 Specify the total **annual** amount as either a monetary figure or a percentage value

Annual monetary amount (£/US\$/€) **Annual % of premium(s) value stated in question 1**

<input style="width: 100%; height: 20px;" type="text"/>	OR	<input style="width: 95%; height: 20px;" type="text"/> %
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4 Ongoing adviser charge start date

<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 20px; text-align: center;">d</td> <td style="border: 1px solid black; width: 20px; text-align: center;">d</td> <td style="border: 1px solid black; width: 20px; text-align: center;">m</td> <td style="border: 1px solid black; width: 20px; text-align: center;">m</td> <td style="border: 1px solid black; width: 20px; text-align: center;">y</td> <td style="border: 1px solid black; width: 20px; text-align: center;">y</td> <td style="border: 1px solid black; width: 20px; text-align: center;">y</td> <td style="border: 1px solid black; width: 20px; text-align: center;">y</td> </tr> </table>	d	d	m	m	y	y	y	y	OR	<input type="checkbox"/> As soon as possible <input type="checkbox"/> In line with previous payments
d	d	m	m	y	y	y	y			

5 Does the ongoing adviser charge attract VAT? Yes

(If yes, this will be applied in addition to that stated in **question 3** of this section)

Adviser charges paid to the financial adviser will form part of the 5% annual tax-deferred entitlement and may have potential tax consequences. For more information, please speak to your financial adviser.

The information you provide in this list will enable us to identify the specific investments that you are requesting adviser charging to be taken from. However, the calculations for the adviser charges will be done using the current value of the investment, rather than the original premium amount invested.

Where requesting a monetary amount, this must be in the currency of your bond.

State the total percentage of bond value or monetary amount you wish to pay per year. For example, if you wish to pay 0.1% payable on a half-yearly basis, the amount you should state is 0.2% or, if you wish to pay £500 on a half-yearly basis, the amount you should state is £1,000.

H ASSIGNING SEGMENTS TO FORM A SEPARATE BOND (continued)

DETAILS OF ADVISER PROVIDING INVESTMENT ADVICE

The assignee(s) wish to continue the relationship with the current investment adviser on the bond.

INVESTMENT ADVISER CHARGES - PAYMENTS FOR INVESTMENT ADVICE

If the segments being separated to a new bond number are from an Evolution or Estate Planning Bond, and you have opted to continue the relationship with the existing investment adviser (above), this section may be relevant to you.

As a result of the assignment, any prior arrangements to pay ongoing investment adviser charges from your segments will not be transferred to your newly formed bond.

If you are nominating a new investment adviser, by submitting a separate **Nomination of Investment Adviser Form**, please instead complete the investment adviser charge section within the Nomination of Investment Adviser Form for any investment adviser charges you wish to agree.

Assignee(s) should complete the section below should you wish for Utmost International Isle of Man Limited. to facilitate an ongoing investment adviser charge (for advice specific to investments only) to your investment adviser.

The investment adviser charge requested here will be applied to all premium investments and cannot be limited to specific premiums.

1 Frequency of payments Monthly Quarterly Half-yearly Yearly

2 Specify the total annual amount as either a monetary figure or a percentage value:

Annual monetary amount (£/US\$/€)	Annual % of entire bond value
<input type="text"/> . <input type="text"/> <input type="text"/>	<input type="text"/> %

OR

3 Ongoing investment adviser charge start date

OR

As soon as possible
 In line with existing payments

4 Does the ongoing investment adviser charge attract VAT? Yes

(If yes, this will be applied in addition to that stated in **question 2** of this section)

Where requesting a monetary amount, this must be in the currency of your bond.

State the total percentage of bond value or monetary amount you wish to pay per year. For example, if you wish to pay 0.1% payable on a half-yearly basis, the amount you should state is 0.2% or, if you wish to pay £500 on a half-yearly basis, the amount you should state is £1,000.

INVESTMENT DETAILS

Tick one of the following options:

Assets to be transferred in-specie to the newly formed bond. Assets will be split proportionately in line with the segments assigned. Where investments are held externally (e.g. fund house, EMC) completion times will be influenced by the processing time of the external party. This may take approximately 3 months, possibly longer depending on the investments held.

Assets to be sold to cash and transferred to the newly formed bond. This option can take approximately 1 month however is dependant on the investments held.

a. **Assets to be sold proportionately in line with segments assigned** (not suitable for bonds invested within Guided Architecture)

b. **Assets to be sold as per below and transferred to the newly formed bond (not suitable for bonds invested within Guided Architecture)** - Dealing fees may apply for each asset sale in accordance with policy terms and conditions.

The timescales quoted are from the point all of our requirements have been met, and the assignment has been noted. Instructions may be delayed where we need to contact you to clarify unclear or missing information.

Should you require further information on these options please contact us on iomaibondsplits@utmostgroup.com prior to submitting the instruction.

Trading will be suspended for the period of time the assignment takes to complete therefore we recommend you ensure there is enough cash held on the dealing account to cover at least three months' charges.

We strongly recommend that you seek financial advice regarding the suitability of these investments. Should you wish to make changes to the investments, contact our Customer Support team on **+44 (0) 1624 643 345** or via email at customersupport@utmostwealth.com to obtain the appropriate form or to discuss cash held on the dealing account.

Where an External Manager and/or Custodian (EMC) is managing the investments linked to the value of your bond, and the assignees wish to appoint a different EMC, please complete a **Multi-Product Nomination of External Manager or Custodian form and confirm the name of the EMC here:**

PLEASE complete the following checks:

- › The assignee(s) has checked with the EMC that they are able to accept them as a new customer and any account opening documentation required by the EMC has been completed
- › The value of each bond post-assignment is within any minimum investment level set by the EMC (this may be greater than £15,000)
- › The EMC has confirmed the assets held within the existing portfolio can be split and transferred to the new account
- › The assignor and assignee have agreed with the EMC how any suspended or illiquid assets will be managed as part of the investment split.

I ASSIGNOR DECLARATION **MANDATORY**

I hereby assign the policy of assurance detailed in Part A to the Assignee(s).

I confirm and declare that all information that I have provided to the Company is accurate and correct to the best of my knowledge

I agree to inform the Company immediately should any information within this form change, and understand that I am obliged to do so.

I acknowledge that the Company may disclose my personal data to relevant tax authorities as a consequence of its legal obligations.

	Assignor 1	Assignor 2
Signed as a deed by Assignor	<input style="width: 100%; height: 40px;" type="text"/>	<input style="width: 100%; height: 40px;" type="text"/>
Print full name	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
Date	<input style="width: 100%; height: 20px;" type="text" value="d d m m y y y y"/>	<input style="width: 100%; height: 20px;" type="text" value="d d m m y y y y"/>
In the presence of (full name of witness)	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
Witness SIGNATURE	<input style="width: 100%; height: 40px;" type="text"/>	<input style="width: 100%; height: 40px;" type="text"/>
Print full name	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
Witness address	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
Postcode	<input style="width: 100%; height: 20px;" type="text" value=" -"/>	<input style="width: 100%; height: 20px;" type="text" value=" -"/>
Occupation of witness	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>
	<input style="width: 100%; height: 20px;" type="text"/>	<input style="width: 100%; height: 20px;" type="text"/>

SIGNATURE

If there are more than two assignors, photocopy this page and attach it securely.

SIGNATURE

The witness must be independent, not next of kin or linked to the bond.

J ASSIGNEE DECLARATION

MANDATORY

Throughout both declarations below, "I", "me", and "my" mean the assignee(s) and "the Company" means Utmost International Isle of Man Limited.

ADVISER AND INVESTMENT ADVISER CHARGING

Throughout this declaration, the term "adviser charge" refers to charges you pay for any financial advice and/or investment advice.

I authorise the Company to pay the financial adviser/investment adviser the adviser charges as requested in this form. Where existing adviser charges are to be re-registered, I authorise the Company to pay these to the financial adviser/investment adviser at the previous rate.

I understand and accept that where the adviser charge is being facilitated from my bond:

- › the adviser charge will only be paid when assets can be sold and there is sufficient value in my bond to cover the payment in full
- › adviser charges for financial advice only will be treated, for tax purposes, as a withdrawal to me. If the total withdrawals taken from the bond, including any adviser charge payments for financial advice, exceed 5% per annum of the premium(s) paid, then a chargeable event may arise and I (or my assignees(s)) may be subject to UK Income Tax on any excess over the 5% annual tax-deferred entitlement
- › the adviser charges applied to the bond value, or premium value as specified in the original instructions, will not be reduced if I surrender one or more policy segments, unless I specifically request this to happen at the time of the segment surrender
- › I can cancel the instruction to pay my adviser any adviser charges due from the bond at any time in writing to the Company
- › until the Company receives written notification to cancel the adviser charge instruction, the Company will continue to make payments to the adviser
- › if I change the adviser, cancel payment of the adviser charges from the bond, assign the bond or any other situation where it is not possible for the Company to facilitate a payment, it will be my responsibility to settle any outstanding adviser charges directly with my adviser
- › I should contact my adviser in the first instance to discuss any adviser charges I believe should not have been applied to the bond
- › I cannot cancel an adviser charge after it has been paid, even if I decide to surrender my bond, or any additional premiums during the cancellation period, and acknowledge I will need to contact the adviser to discuss whether a refund is payable in full or part
- › any instruction to transfer the adviser charge is subject to the terms of the bond.

APPOINTMENT OF FINANCIAL ADVISER

Where a new financial adviser is being appointed within this form the assignee confirms the following:

I hereby appoint the firm in Section F or Section H, subsection 'Details of adviser providing advice' (as applicable) as the financial adviser (the Adviser), subject to the terms of the bond. I understand that:

- › this appointment may be terminated by me, the Adviser or the Company at any time by giving prior written notice to all other parties, and
- › the Company will pass details concerning the bond to the Adviser unless the Company is informed that the Adviser is no longer acting for me. The Company will not pass my personal information to any other party claiming to act for me unless I give the Company authority in writing to do so
- › for segments which are held within the same bond and there are multiple policyholders, there can only be one adviser linked to the policy.

ASSIGNEE DECLARATION

I understand and agree that this contract is of the utmost good faith and that this information, together with any supporting information completed or given by me in my name, shall form the basis of the contract with the Company. I agree that if it subsequently comes to light that any information supplied to the Company by me or on my behalf was misleading or incomplete, then this might invalidate my contract and adversely affect my right to the payment of policy benefits.

I understand the requirement to provide accurate and relevant information in my dealings with the Company is continuous and binding upon me or any subsequent holder of the policy. I agree to inform the Company immediately should any information within this form change and understand that I am obliged to do so.

I accept that:

- › the selection of investments is my responsibility, or, where appropriate, that of my investment adviser or any appointed external manager and/or custodian
- › the Company has no legal responsibility in respect of future performance of such linked assets.

I agree that a copy of my agreement given in this Declaration will have the validity of the original. I understand that my financial adviser is acting as my agent and not an agent of the Company.

I confirm and declare that I am habitually tax resident in the jurisdiction/s entered in Part C of this **Assignment of Policies Form**.

I understand and agree that Utmost International Isle of Man Limited will, as appropriate, report my policies under the various exchange of information agreements including the Foreign Account Tax Compliance Act (FATCA) and the Common Reporting Standard (CRS).

I agree and acknowledge that subject to the acceptance of this Assignment by the Company, the Policy is subject to the existing Policy Conditions as amended from time to time together with any relevant declaration or consents given by any previous policyholder(s) to the Company.

HOW THE COMPANY USES YOUR INFORMATION

We use the information you give us, about yourself and other people, to provide our products and services. In order to support our products and services, we transfer information between different entities within our immediate operating group and to appointed data processors, but we do not transfer information to other parties, unless required to do so by law or regulation. We do not carry out marketing using the information or transfer, or sell, your personal information to others for marketing purposes.

More details about how we use your information, your rights over this information and how you can exercise your rights can be found in the applicable Privacy Statement. We publish our Privacy Statements on our website at www.utmostinternational.com/privacy-statements or you can contact us on **+44 (0)1624 643 345** and request a copy.

All linked parties to this **Assignment of Policies Form** should read the Privacy Statement to understand how the data provided about them will be used.

I acknowledge that:

- › the Company will store, process or pass on my data whether or not this assignment is accepted
- › the Company will in the event of the death of the life/lives assured (if applicable to the policy) obtain necessary evidence as to the cause and circumstances relating to their death should it wish to do so.

	Assignee 1	Assignee 2
Signed as a deed by Assignee	<div style="border: 1px solid black; height: 40px;"></div>	<div style="border: 1px solid black; height: 40px;"></div>
Print full name	<div style="border: 1px solid black; height: 20px;"></div>	<div style="border: 1px solid black; height: 20px;"></div>
Date	<div style="border: 1px solid black; padding: 2px;"> d d m m y y y y </div>	<div style="border: 1px solid black; padding: 2px;"> d d m m y y y y </div>
In the presence of (full name of witness)	<div style="border: 1px solid black; height: 20px;"></div>	<div style="border: 1px solid black; height: 20px;"></div>
Witness SIGNATURE	<div style="border: 1px solid black; height: 40px;"></div>	<div style="border: 1px solid black; height: 40px;"></div>
Print full name	<div style="border: 1px solid black; height: 20px;"></div>	<div style="border: 1px solid black; height: 20px;"></div>
Witness address	<div style="border: 1px solid black; height: 20px;"></div>	<div style="border: 1px solid black; height: 20px;"></div>
	<div style="border: 1px solid black; height: 20px;"></div>	<div style="border: 1px solid black; height: 20px;"></div>
	<div style="border: 1px solid black; height: 20px;"></div>	<div style="border: 1px solid black; height: 20px;"></div>
Postcode	<div style="border: 1px solid black; padding: 2px;"> - </div>	<div style="border: 1px solid black; padding: 2px;"> - </div>
Occupation of witness	<div style="border: 1px solid black; height: 20px;"></div>	<div style="border: 1px solid black; height: 20px;"></div>
	<div style="border: 1px solid black; height: 20px;"></div>	<div style="border: 1px solid black; height: 20px;"></div>

SIGNATURE

If there are more than two assignees, photocopy this page and attach it securely.

SIGNATURE

The witness must be independent, not next of kin or linked to the bond.

A WEALTH *of* DIFFERENCE