



CHANGE OF NOMINATED FINANCIAL ADVISER

FOR OFFSHORE COLLECTIVE INVESTMENT BOND

The Offshore Collective Investment Bond is provided by Alpha International Life Assurance Company (Guernsey) Limited and administered by Utmost Administration Limited.

Please use block capitals and black or blue ink only, and complete all sections. Please do not use correction fluid; any amendments should be crossed out and initialled.

To be completed by all policyholder(s).

NOTE

Conditions relating to the appointment of your Nominated Financial Adviser.

- The authority delegated by the Owner to their Nominated Financial Adviser is subject to this Term 4.3.3 in the Terms & Conditions (OCIB Endorsement - UL QBS PR 14708 which is available on request) and is in addition to any other powers and restrictions that we may agree with the Owner from time to time.
- We are authorised to treat all Switch and Redirection instructions received from the Owner's Nominated Financial Adviser as if they were received directly from the Owner, however transmitted and whether or not in writing.
- Where the Owner is a trustee(s) the Owner confirms that all instructions received from the Owner's Nominated Financial Adviser are made in accordance with the express terms of the trust deed or the relevant legislation.
- The Owner agrees to authorise and confirm any actions carried out in good faith by their Nominated Financial Adviser when exercising the powers granted to them by this Term. The Owner will not hold us liable for any losses or costs incurred as a result of us accepting in good faith any instruction from their Nominated Financial Adviser in accordance with the powers granted.

After completing the form, please send it to Alpha International Life Assurance Company (Guernsey) Limited at the address shown overleaf.
To: Alpha International Life Assurance Company (Guernsey) Limited c/o Utmost Administration Limited

Bond/Account
number(s)

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I/We wish to remove the following as my/our financial adviser with immediate effect. Correspondence or information in respect of my/our policies should no longer be provided to this financial adviser.

Name of financial
adviser

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I/We wish to appoint the following as my/our financial adviser with immediate effect. You may provide by electronic or other means, information or copy documentation to this financial adviser upon the request of this financial adviser.

Name of financial
adviser firm

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Name of financial
adviser

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Utmost International
Advisor ID (if known)

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Address of
financial adviser

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|--|----------|--|
| | | |
| | | |
| | Postcode | |

If you have previously requested correspondence to be sent to the financial adviser who is being removed, please provide details below of where you wish future correspondence to be sent. If no details are provided, correspondence will be sent care of your new financial adviser stated above.

Contact name

Address

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|--|----------|--|
| | | |
| | | |
| | Postcode | |

NOTE

In certain circumstances it may be necessary to send correspondence to the address of the first/only Policyholder.

Signature 1

Date

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| D | D | M | M | Y | Y | Y | Y |
|---|---|---|---|---|---|---|---|

Full name

Capacity (✓)

Policyholder

Trustee

Other

Signature 2

Date

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| D | D | M | M | Y | Y | Y | Y |
|---|---|---|---|---|---|---|---|

Full name

Capacity (✓)

Policyholder

Trustee

Other

Signature 3

Date

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| D | D | M | M | Y | Y | Y | Y |
|---|---|---|---|---|---|---|---|

Full name

Capacity (✓)

Policyholder

Trustee

Other

Signature 4

Date

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| D | D | M | M | Y | Y | Y | Y |
|---|---|---|---|---|---|---|---|

Full name

Capacity (✓)

Policyholder

Trustee

Other

DATA PRIVACY STATEMENT

I understand that Alpha International Life Assurance Company (Guernsey) Limited (AILAC) will process personal information about me and any other party whose personal information I have provided.

The type of personal information processed about me will depend on the purpose for which it has been collected and will include:

- my contact details
- information to verify my identity
- information about my family, lifestyle, health and finances
- my payment details
- my policy details

The processing of my personal information may take place in a number of jurisdictions and may be shared with other parties within or outside AILAC for the general purpose of establishing, maintaining and servicing an insurance policy. The sharing of my personal data may be used for any or all of the following purposes, to:

- check against credit reference or other databases to verify information provided for regulatory due diligence purposes and to prevent or detect financial crime including money laundering, terrorist financing, bribery and corruption, sanctions listing or fraud;
- allow for the provision of services relating to enhanced due diligence, underwriting, reinsurance, data hosting, online services, payment or reporting of any tax or levy, or any other services provided from time to time;
- enable an appointed financial adviser or fund adviser to assist in the provision of services to the policyholder;
- compile statistical analysis or market research, where information is not specific to the individual;
- comply with any legal obligation which includes the releasing of personal information to regulators, law enforcement authorities or other bodies where there is a legal requirement to do so, including the sharing of information under regulations relating to the U.S Foreign Account Tax Compliance Act and The Organisation for Economic Co-operation and Development Common Reporting Standards;
- enable an appointed discretionary asset manager or custodian to meet their legal or regulatory requirements, where that discretionary asset manager or custodian providing services in relation to a policy requests the personal data of an individual linked to an application, and where we are satisfied that such a discretionary asset manager or custodian has a legal or regulatory requirement to make such a request.

Where my personal information is shared with a third party for the provision of services relating to my policy, my personal information will only be used for the purposes for which it was collected. In some circumstances this may involve a transfer of my personal information to a third party outside the European Economic Area (EEA). Whenever my personal information is shared it will be subject to the same levels of security and protection that AILAC would apply.

I may ask AILAC to:

- provide a copy of personal information held about me and an explanation of how this data is processed;
- update or correct my personal information;
- delete information about me (where it is no longer necessary in relation to the purpose for which it was originally collected);
- restrict processing of my personal information where appropriate. I may also object to AILAC processing my data but understand that this may have consequences in AILAC being able to continue servicing my policy.

I have been made aware that a full explanation of how AILAC collects, uses and shares my personal information can be found at <https://alphaintlife.com/privacy-policy.html>

If I have any questions about data privacy I can address these to:

The Data Protection Manager

Alpha International Life Assurance Company (Guernsey) Limited

C/O Impact Professional Services Ltd

14 Tynwald Street

Douglas

Isle of Man

IM1 1BG

Tel: +44 (0) 7624 499615

Email: enquiries@impactiom.com

If I have a complaint about the processing of my personal information and AILAC is unable to provide a satisfactory response I may contact the appropriate regulator:

Channel Islands Financial Ombudsman

PO Box 114,

Jersey,

Channel Islands, JE4 9QG

Tel: +44 (0) 1534 748610

Fax: +44 (0) 1534 747629

Email: enquiries@ci-fo.org

Website: www.ci-fo.org

Office of the Data Protection Authority

St Martin's House,

Le Bordage,

St. Peter Port,

Guernsey, GY1 1BR,

Tel: +44 (0) 1481 742074,

Email: enquiries@odpa.gg

I have read and understood the Data Privacy Statement set out above and will make it available to other individuals whose personal information has been provided by me to AILAC either in this application or within accompanying documentation.

Alpha International Life Assurance Company (Guernsey) Limited are the data controller who determine the purposes and means of the processing of your personal data.

Utmost Administration Limited act as a data processor on behalf of Alpha International Life Assurance Company (Guernsey) Limited.

To view the privacy policy of Alpha International Life Assurance Company (Guernsey) Limited please visit <https://alphaintlife.com/privacy-policy.html>. To view the privacy policy of Utmost Administration Limited please visit www.utmostinternational.com/privacy-statements/.



www.utmostinternational.com

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

The Offshore Collective Investment Bond is issued by Alpha International Life Assurance Company (Guernsey) Limited. The Company is regulated by The Guernsey Financial Services Commission and is licensed to carry on long term business under the Insurance Business (Bailiwick of Guernsey) Law 2002. Registered office: Albert House, South Esplanade, St Peter Port, Guernsey, GY1 1AW, Channel Islands. Registered No. 2424.

The Offshore Collective Investment Bond is administered by Utmost Administration Limited, registered in the Isle of Man under number 109218C and licensed by the Isle of Man Financial Services Authority. Utmost Administration Limited is part of the Utmost Group.

Administration Centre for correspondence: Utmost Wealth Solutions, King Edward Bay House, King Edward Road, Onchan, Isle of Man, IM99 1NU, British Isles.
Phone: +44 (0)1624 655 555 Fax: +44 (0)1624 611 715.

Alpha International Life Assurance Company (Guernsey) Limited is not part of the Utmost Group.