

FAMILY LEGACY BOND


GUIDE FOR APPLICANTS APPOINTING UTMOST TRUSTEE SOLUTIONS LIMITED

This product is only available to customers of NFU Mutual Select Investments Limited (MSIL).

If you do not wish to appoint Utmost Trustee Solutions Limited as trustee, complete the standard **Family Legacy Bond Application Form** and read the relevant application guide.

This booklet is for your use and is not required to be returned to Utmost International Isle of Man Limited.

For further help in completing the application form, contact your financial adviser or our Welcome team.

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Emails are not secure as they can be intercepted, so think carefully before sharing personal or confidential information in this way.

Telephone calls may be recorded.

A WEALTH *of* DIFFERENCE

www.utmostinternational.com

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

Utmost International Isle of Man Limited is registered in the Isle of Man under number 24916C. Registered Office: King Edward Bay House, King Edward Road, Onchan, Isle of Man, IM99 1NU, British Isles. Tel: +44 (0)1624 643 345. 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.

IOM PR 0010 | 11/22

IMPORTANT INFORMATION

- › Failure to disclose any information which might influence our assessment of your application may invalidate the contract. Any additional information should be supplied on a separate piece of paper and attached to the application form before submission. Your financial adviser should make us aware of all enclosed documentation in their covering letter when submitting the application form on your behalf.
- › You should check with your financial adviser that this product is suitable for you and that no taxation, exchange control or insurance legislation prevents you from taking out a Family Legacy Bond.
- › The **Personal Illustration** provided to you should match the investment details mentioned in the application. If there have been any changes in the investment details between the date of that illustration and the submission of this application, ask your financial adviser for an updated illustration.
- › A **Declaration of Health Form** will be required if all outstanding requirements, including cleared funds, are not received within three months of the underwriting decision. If you are declined by our underwriters, then we will return your premium. Please note that no interest will be paid.
- › It is important to note that when the bond is issued, Utmost Trustee Solutions Limited will (as your appointed trustee) be the policyholder.

BEFORE YOU BEGIN

This guide has been designed to assist you with completing the application form. Before completion, ensure you have also read the current **Family Legacy Bond Product Guide, Family Legacy Bond Charges Guide, Fund Range & Fund Specific Risks** document, your **Personal Illustration, Key Information Document** and the **Family Legacy Bond and Utmost Trustee Solutions Charges Schedule**. In addition, your financial adviser will be able to provide you with any relevant supporting literature in relation to your individual circumstances.

For a copy of the Policy Conditions, contact our Welcome team. These will detail the principal terms and conditions applicable to you and your bond. Once the bond has been issued you will receive a copy of the Policy Conditions and the Policy Schedule for the bond.

ELIGIBILITY

The Family Legacy Bond is not available for applicants who are:

- › Under the age of 50, or
- › Aged 90 or over.

If the application is on a joint basis, and one of the applicants is declined, the application can continue on a single applicant basis.

Joint applicants must be either married or in a registered civil partnership.

We assume that you are UK resident and domiciled on application for this bond.

Speak to your financial adviser and refer to the **Family Legacy Bond Product Guide** for further details.

WHERE TO SIGN

- › The **financial adviser** must sign section L, the **'Introducer's Details'** in all cases.
- › The **Letter of Wishes** on **page 21** must be signed by the applicant(s), if completed.
- › **Applicant(s)** must sign in Section M to appoint **Utmost Trustee Solutions Limited** as **'The Trustee'** in all cases. Signatures in Part 1 E and Part 2 must be witnessed.
- › **Applicant(s)** must sign the **'Applicant Declaration'** in all cases.
- › If **initial adviser charges** are to be facilitated by Utmost International Isle of Man Limited before the bond is established, the **applicant(s)** must sign Section F to agree to pay an initial adviser charge.
- › If the application form is being signed under an Enduring, or Lasting Power of Attorney we will require a certified copy of the Power of Attorney document. The identity and address of the Attorney will need to be verified and identified in addition to the applicant. We will also need a letter from the Court of Protection providing permission for the application.

Any copies of UK power of attorney documents must:

- › State at the end of the document that the copy is a true and complete copy of the entire original document.
- › Have each page signed and certified as a true and complete copy of the original page.

It must be certified by:

- › The donor / settlor
- › A solicitor / advocate
- › A notary public
- › A stockbroker.

A POLICY DETAILS

All applicants must complete this section.

A3 - NUMBER OF SEGMENTS

As noted within the application, if you do not specify the number of segments that you would like, the bond will automatically default to the maximum number available for the investment amount.

The minimum value per segment is £500 and you can have a maximum of 9,999 segments.

The number of segments that make up the bond can affect the flexibility, including the taxation of your bond at the time of distribution. It is very important that you discuss this with your financial adviser before submitting your application and take into account not only the size of your investment, but also any future financial objectives.

B POLITICALLY EXPOSED PERSONS DETAILS

A Politically Exposed Person (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.

'IMMEDIATE FAMILY MEMBERS' INCLUDE:	'CLOSE ASSOCIATE' INCLUDES:
<ul style="list-style-type: none"> › a spouse › a partner considered by national law as equivalent to a spouse, such as registered civil partner › a child and their spouse or partner › a sibling (including a half-brother or half-sister) › a spouse or partner of a brother or sister › a parent › a parent-in-law › a grandparent › a grandchild. 	<ul style="list-style-type: none"> › a business partner or joint beneficial owner of a business › someone who is acting as Attorney or is a nominee for the PEP › Attorneys (under a PoA from the PEP).

C APPLICANT DETAILS

C6 - WHAT IS THE RELATIONSHIP OF APPLICANT 1 TO APPLICANT 2?

We can only accept joint cases where the applicants are married or in a registered civil partnership.

C14

Complete this section if you wish to apply for online access to the Utmost International website allowing you to view your policy information. It is essential that you provide a memorable personal code which can be made up of a mixture of letters, numbers and symbols. Your personal code must have a minimum of 4 characters with a maximum of 13. Personal codes are also case sensitive.

Once your bond is in force and policy documentation sent, you will receive login details to the email address provided on the application form.

Your personal code is an added security measure and will be required when logging in to the Utmost International website for the first time.

C15, C16, C17 & C18

These questions are to satisfy our reporting obligations under US FATCA and other reporting regimes, such as the International Tax Compliance (United Kingdom) Regulations 2014 and the Common Reporting Standard.

D APPLICANT MEDICAL DETAILS

If you have left any questions unanswered it could cause a delay to the General Practitioner's Report being completed.

If you have any questions about the underwriting process, please refer any questions to your financial adviser or contact the Welcome team on **+44 (0) 1624 653 251**.

E INVESTMENT AMOUNT

The total payment should include any initial adviser payment amount that you would like us to facilitate on your behalf. If you would like the Utmost Trustee Solutions Limited appointment fee to be taken from the total payment, rather than sending a separate payment, then the amount of the appointment fee should also be included in the total value entered in the box provided. For example, if you would like to invest £200,000 into the bond but would like us to facilitate an initial adviser charge to your adviser before the premium is invested, along with the Utmost Trustee Solutions Limited appointment fee of £440 + VAT* (£528), then the total payment amount should be £202,528. Once the adviser charge and appointment fee have been deducted, your premium amount for investment will be £200,000.



*Figure correct as at 1 May 2021 and is subject to change. Refer to the **Family Legacy Bond and Family Legacy Bond and Utmost Trustee Solutions Charges Schedule** for details of the current charges applicable.

Any initial adviser charge or Utmost Trustee Solutions Limited appointment fee will be paid outside the bond, before the remaining premium is invested.

Sterling cheques over £100,000 require three working days' clearance.

Due to current low interest rates we do not pay credit interest on premiums received prior to bond issue. For more information, contact our Customer Support team on **+44 (0) 1624 643 345**.



The bond will not be established until we have received all outstanding requirements, including cleared funds.

If you exercise your right to cancel the bond within the 30 day cooling off period, we will return to you the lower of either your total premium, reduced to take into account any charges including adviser charges, OR the current policy value.

We will not return any adviser charges already paid to your financial adviser. If necessary, you will need to reclaim any refundable adviser charge payments directly from your adviser.

F INITIAL ADVISER CHARGE

In this section, state the amount that you wish to pay to your adviser and sign the 'Adviser Charging' declaration on page 10 to authorise the payment.

The initial adviser charge is agreed between you and your financial adviser to pay for the advice you have received. This charge should match the information shown in the **Personal Illustration** provided to you, by your financial adviser. We can only facilitate an initial adviser charge outside of the bond i.e. Utmost International Isle of Man Limited will pay the initial adviser charge to your financial adviser before the remaining amount is invested as the premium into the bond. The premium, after the payment of the initial adviser charge, must meet the minimum investment requirements.

G TRUST DETAILS

TRUST SELECTION

This section is mandatory and must be completed in all instances.

H PREMIUM SPLIT DETAILS

Must be completed in all cases.

This section should only be completed where one application is being used to apply for two bonds; one held in an Absolute Trust and the other held in a Discretionary Trust.

- 1) Specify the total net premium to be invested into each trust. Each amount must be greater than the £100,000 minimum premium.
- 2) Where you are setting up an Absolute Trust and Discretionary Trust, the order in which they are established affects the taxation and you should discuss this with your adviser before completing this section.

I REGULAR WITHDRAWALS

If you require regular withdrawals which exceed 5% of premium each year, or exceed 4% per annum increasing with RPI, please speak to your financial adviser to discuss this further with Utmost Trustee Solutions Limited, as Utmost Trustee Solutions Limited does not generally accept Trusteeship of a bond established on such terms.

Regular withdrawals must be set up at outset and will be taken equally across all segments within the bond.

You can request that your withdrawals increase either incrementally or in line with RPI. However, once you have specified your withdrawals they cannot be changed in the future. Therefore you should carefully consider the level of regular withdrawals that you will require before completing the application.

Payments can only be made to the applicant's bank account. The payment method used will be BACS transfer for sterling payments to UK clearing banks only. Payments made by BACS take 3 to 5 working days to clear through the banking system.

You should consider the amount of premium that you will need to initially set aside, in the bond's Dealing Account, to cover the regular withdrawals that you receive. For further details on setting aside money to cover charges and withdrawals, speak to your financial adviser.

J SOURCE OF WEALTH

Source of wealth describes the activities that have generated the applicant(s) funds. All investments are assessed on a case-by-case basis; depending on the answers provided in this application we may request independent evidence of source of wealth.

The bond will not be issued until the information is received and a satisfactory risk assessment is completed.

K IDENTIFICATION REQUIREMENTS

Must be completed by the financial adviser in all cases.



If you are unable to provide a piece of evidence listed in **Part 1** due to exceptional circumstances, you will be required to provide an explanation and two pieces of evidence from **Part 2**.

If you do not hold one of the documents listed in **Part 2**, see our **Anti-Money Laundering and Source of Wealth Pack** for an extended list of standard identity documents. This leaflet can be obtained from your financial adviser or on request from our Welcome team on **+44 (0) 1624 653 251**.

SUITABLY CERTIFIED COPY DOCUMENTATION

We can accept certification of copy documents as set out in the **Anti-Money Laundering and Source of Wealth Pack**. This document also provides further details on suitable certifiers.

In summary, the persons who can certify these documents within the UK include but are **NOT** limited to:

- › a financial adviser
- › a notary public
- › a lawyer or advocate.



The documents provided must be written and certified in English or accompanied by a translation into English that is also certified. The translation should be accompanied by a copy of the original document.

If your adviser has fully completed Part 2 of Section K then the identification documents do not need to be individually certified.

L INTRODUCER'S DETAILS

To be completed by the financial adviser in all cases.

M APPOINTMENT OF UTMOST TRUSTEE SOLUTIONS LIMITED ('THE TRUSTEE')

M1 - TRUST DETAILS

Complete A) if you are applying for an Absolute Trust, B-i) and B-ii) if you are applying for a Discretionary Trust, or A), B-i) and B-ii) if you are applying for both. C), D) and E) must be completed in all cases.

If you are applying for a Discretionary Trust and you wish to nominate particular potential beneficiaries, do so in the letter of wishes in B-ii).

The Power of Attorney must be signed in ALL cases by the applicant(s) and witnessed to allow the Trustee (Utmost Trustee Solutions Limited) to create the trust.

UTMOST TRUSTEE SOLUTIONS LIMITED APPOINTMENT FEE

Section C) must be completed in ALL cases to indicate how the appointment fee is to be paid.

If you are providing a cheque, ensure that this is payable to Utmost Trustee Solutions Limited.

M2 - INVESTMENT ARRANGEMENTS

The Investment Management Delegation by Power of Attorney must be signed in ALL cases by the applicant(s) and must be witnessed in order for the Trustee to delegate its investment powers under the trust to the applicant(s). The Trustee will countersign this section and provide you with a copy after the bond is issued.

M3 - LETTER OF ENGAGEMENT

The section must be signed in ALL cases by the applicant(s) in order to appoint Utmost Trustee Solutions Limited as Trustee.

N INVESTMENT OPTIONS

N1 - DEALING ACCOUNT

A Dealing Account will be set up within the bond. All transactions are placed through the Dealing Account including the regular withdrawals and bond charges.

Should you wish to retain a part of your initial investment in cash within the Dealing Account to cover ongoing deductions please complete this section.



It is possible for the account to become overdrawn; to avoid this you should consider whether you wish to leave a cash balance within the Dealing Account to cover the bond charges and regular withdrawals. Once the balance of the Dealing Account reaches a negative value of £2,000 we will automatically sell units from the highest valued fund, unless you have provided an ongoing instruction by completing N3. For more information on the Dealing Account and negative balances, contact our Customer Support team on **+44 (0) 1624 653 251**.

N2 - FUND SELECTION

Use this section to specify which funds you would like the bond to be linked to.

For more information regarding the available funds, see the **Family Legacy Bond Fund List & Fund Specific Risks** document and speak to your financial adviser.

N3 - NOMINATION OF FUNDS TO COVER OVERDRAWN DEALING ACCOUNT

The overdraft in the Dealing Account will be cleared using the funds you specify in this section. The overdraft limit is £2,000 per fund specified in this section. Therefore, the more funds you choose to clear the overdraft with, the longer an overdraft will be allowed to accumulate and the more debit interest will be charged.

O APPLICANT DECLARATION

This declaration must be read and signed by the applicant(s). This section briefly sets out some of the most important terms of the bond, if you do not understand or have concerns about any part of the declaration, seek legal advice.

If you have any questions about your rights under the legislation or questions relating to the process of obtaining, assessing or storing medical information, write to: **Utmost International Isle of Man Limited, King Edward Bay House, King Edward Road, Onchan, Isle of Man, IM99 1NU, British Isles.**

Once the bond has been issued your Trustees will receive a copy of the Policy Conditions along with the Policy Schedule which fully details all terms and conditions that are applicable to you and the bond.

If you wish to obtain a copy of the Policy Conditions, contact our Customer Support team on **+44 (0) 1624 653 251**.

If you would like further details about how we use your information, your rights over this information and how you can exercise your rights, read the Privacy Notice. We publish our Privacy Notice on our website at www.utmostinternational.com or you can contact us on **+44 (0) 1624 653 251**.