

# REQUEST FOR UTMOST INTERNATIONAL TO APPOINT AN AUTHORISED CUSTODIAN(S)



This form is only for use with the following bond/account/plan/policy types

## FOR THE FOLLOWING PRODUCTS

- › European Portfolio Bond (Life & Redemption versions)
- › European Wealth Bond (Life & Redemption versions)
- › Executive Investment Plan
- › International Portfolio Bonds (Life & Redemption versions)
- › International Wealth Bond (Life & Redemption versions)
- › Swedish Executive Portfolio
- › Silk Life Plan
- › Tailored Life Plan

And for the following bond/account/plan/policy types, where the policy was set live from November 2019 onwards  
If you have one of the products listed below and it was set live before November 2019, then please use the Appoint an authorised custodian (Single custody) form.

- › Collective Investment Bond
- › Collective Redemption Bond
- › Executive Investment Account
- › Executive Investment Bond
- › Executive Redemption Bond
- › European Collective Investment Bond
- › European Executive Investment Bond
- › International Executive Portfolio (Life & Redemption versions)

### 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.

### THIS DOCUMENT WAS LAST UPDATED IN AUGUST 2023.

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

REQUEST FOR UTMOST INTERNATIONAL TO APPOINT AN AUTHORISED CUSTODIAN(S)

**Please complete this form if you wish to request Utmost International Isle of Man Limited or Utmost PanEurope dac to appoint an authorised custodian in respect of your bond/account/plan/policy. All references to Utmost International in this form mean Utmost International Isle of Man Limited or Utmost PanEurope dac.**

When completing this form, please use BLOCK CAPITALS and blue or black ink only and complete all relevant sections. Please do not use correction fluid; any amendments should be crossed out and initialled. This form must be signed by the bond/account/plan/policyholder(s).

**Other forms that you may need to complete**

If you wish to appoint a fund adviser you will need to complete the form 'Appointing a fund adviser'. Your financial adviser will be able to provide you with the relevant forms.

If you wish Utmost International to appoint a discretionary asset manager, you will need to complete the form 'Request for Utmost International Isle of Man Limited/Utmost PanEurope dac to appoint a discretionary asset manager'.

Alternatively, You will need to complete a separate form for each discretionary asset manager or fund adviser you would like appointed to manage the assets held by each authorised custodian(s).

If the fund adviser or discretionary asset manager is not the same entity as the authorised custodian to which they will be providing instructions, you will also need to complete the "Letter of Authorisation" form.

DEFINITIONS

**Default custodian** - a professional banker or other organisation, which is authorised by its regulator to provide custodian and depository services that we normally use to hold our Assets.

**Authorised custodian** - a professional banker or other organisation which is authorised, where appropriate, by its regulator to provide custodian and depository services and which we have appointed at your request.

**1 DETAILS OF THE BOND/ACCOUNT/PLAN/POLICY**

Utmost International bond/  
account/plan/policy number

Type (✓)	Individual	Trustee	Corporate
Bond/account/plan/policy holder name	1. <input type="text"/>		2. <input type="text"/>
Bond/account/plan/policy holder address/registered office address	<input type="text"/>		<input type="text"/>
	<input type="text"/>		<input type="text"/>
	Postcode		Postcode
	Country		Country

**2 AUTHORISED CUSTODIAN**

REQUESTING UTMOST INTERNATIONAL TO APPOINT A CUSTODIAN

**This section is broken down into six sub-sections to cover different types of custodian arrangements.**

**Where you are completing this form whilst applying for a NEW BOND/ACCOUNT/PLAN/POLICY**, choose one of these options and then complete the relevant section(s):

Requesting a single authorised custodian - complete section A\*

Requesting a single authorised custodian and our default custodian - complete section A\*

Requesting multiple authorised custodian(s) - complete sections A & B\*

REQUEST FOR UTMOST INTERNATIONAL TO APPOINT AN AUTHORISED CUSTODIAN(S)

Where you are completing this form to request changes to an **EXISTING BOND/ACCOUNT/PLAN/POLICY**, choose one of these options and then complete the relevant sections:

Requesting to remove the default custodian and for Utmost International to appoint a single authorised custodian or multiple authorised custodians, complete sections A, B, D (where relevant) & E\*

Requesting to remove the existing authorised custodian(s) **and/or** for Utmost International to appoint different authorised custodian(s) complete sections A, B (where relevant), C, D & E\*

Requesting to remove the existing authorised custodian(s) **and/or** for Utmost International to appoint default custodian complete sections C, D & E\*

Please note that there is a minimum value of £50,000 / €75,000 (or currency equivalent) which is required to be held with the Default and/or each authorised custodian when setting up any arrangement involving authorised custodians. The appointment of an authorised custodian is subject to our approval and Utmost International having legal agreements in place.

\*in all instances, section 3 of this form must also be completed and signed.

**A NEW AUTHORISED CUSTODIAN DETAILS**

I request Utmost International to appoint the following authorised custodian:

**New authorised custodian**

Name (the custodian)

Address   
  

Country	Postcode
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Contact name

Contact telephone number (including area code)

Contact e-mail

Contact fax number

If you are requesting the appointment of the authorised custodian whilst applying for a new bond/account/plan/policy, confirm the total value of cash and assets you would like to be transferred to this authorised custodian:

Any amount not transferred will remain with the default custodian or should be transferred to another authorised custodian.

(Where assets are being transferred (not applicable to the European Wealth Bond or International Wealth Bond), please include a schedule of the ISINs and units you would like to be transferred to this authorised custodian so we are clear which assets you are requesting to be held with this authorised custodian.

Name of fund adviser you are appointing or discretionary asset manager you are requesting to be appointed

You must submit a fund adviser or discretionary asset manager form with this form to make a new appointment.

**If the fund adviser/discretionary asset manager are not the same entity as the authorised custodian to which they are being appointed then a Letter of Authorisation form must also be submitted.**

REQUEST FOR UTMOST INTERNATIONAL TO APPOINT AN AUTHORISED CUSTODIAN(S)

**B NEW AUTHORISED CUSTODIAN DETAILS (WHERE MORE THAN ONE AUTHORISED CUSTODIAN IS BEING APPOINTED)**

With these bond/account/plan/policy types, the assets can be held by a second and third authorised custodian provided that no assets are also being held with the default custodian.

Please print and complete this page again for each additional authorised custodian that is being appointed and submit with the relevant fund adviser, discretionary asset manager and/or Letter of Authorisation form(s) for each custodian.

If multiple authorised custodians are being appointed, one will need to be selected as the 'lead custodian' who we will instruct to sell assets to pay for portfolio fund charges debited to the transaction account held with Utmost International.

Please confirm the name of the authorised custodian who you wish to appoint, or request Utmost International to appoint, as the lead custodian.

The existing lead custodian appointment will continue unless you confirm a new lead custodian in the box above.

**C EXISTING AUTHORISED CUSTODIAN DETAILS**

**IMPORTANT: This section only needs to be completed where you are looking to remove custodians within an existing bond/account/plan/policy. This section does not need to be completed if you are currently applying for a bond/account/plan/policy or only wish to add a new custodian to an existing bond/account/plan/policy.**

The current authorised custodian who I am requesting Utmost International to change:

Name

Address   
  

Postcode	Country
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**D FUND ADVISER OR DISCRETIONARY ASSET MANAGER DETAILS**

I/We request the appointment of a new fund adviser or request Utmost International to appoint a discretionary asset manager and attach the required form(s).

I/We request cancellation of the fund adviser below to the bond/account/plan/policy.

I/We have power of attorney over the account and wish to continue to act on the bond/account/plan/policy and provide instruction to the custodian.

I/We request the fund adviser/discretionary asset manager below to continue to act on the bond/account/plan/policy and provide instruction to the custodian.

Name

Address   
  

Postcode	Country
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REQUEST FOR UTMOST INTERNATIONAL TO APPOINT AN AUTHORISED CUSTODIAN(S)

**E EXISTING ASSETS WHERE TRANSFERRING FROM AN EXISTING AUTHORISED CUSTODIAN TO A DIFFERENT AUTHORISED CUSTODIAN OR THE DEFAULT CUSTODIAN**

Only part 1 or part 2 should be completed.

**1. Transfer of assets where the authorised custodian is being appointed to an existing bond/account/plan/policy:**

Total value of cash I would like to be transferred to this authorised custodian

**Tick one of these options only**

I/We would like the existing assets to be sold and the cash proceeds transferred to the above custodian

I/We would like existing assets and cash to be transferred as they are currently held

*(Where assets are being transferred, please include a schedule of the ISINs and units you would like to be transferred to this authorised custodian so we are clear which assets you would like to be held with this authorised custodian)*

The above assets/cash should be transferred from the following custodian

**2. Transfer of assets from an authorised custodian to the default custodian**

Total value of cash I would like to be transferred to the default custodian:

In respect of the request to transfer from an existing authorised custodian to the default custodian, I would like the existing assets to be handled as follows:

**Tick one of these options only**

I/We would like the existing assets to be transferred from the authorised custodian to the default custodian

I/We would like the existing assets to be sold with the proceeds transferred to the default custodian. I/we understand that, once transferred, the proceeds will be held within the transaction account within the policy until Investment Instructions have been submitted to Utmost International.

**3 DECLARATION BY EACH BOND/ACCOUNT/PLAN/POLICYHOLDER**

**Where the bond/account/plan/policyholders are Trustees, each Trustee makes this declaration jointly, and where the bond/account/plan/policyholder is a Company, the authorised signatories make this declaration on behalf of the Company.**

1. I/We agree that each authorised custodian to be appointed shall, in opening an account, have the powers of administering the investments in the account and of acting as custodian of the investments in the account, such investments being held in a nominee name of the authorised custodian.
2. I/We accept that Utmost International bears no legal or other responsibilities if at any time the authorised custodian, in respect of the account, either:
  - › fails to meet any of its obligations, and/or;
  - › acts in a fraudulent, incompetent or negligent manner by act or default and/or;
  - › enters into liquidation and/or receivership and/or enters into a voluntary arrangement with its creditors and/or is unable to pay its debts.
3. By virtue of the terms of this specific authority made by me/us to open an account with each authorised custodian, I/we shall not be entitled to make any claim whatsoever against Utmost International in respect of those matters referred to in 2. above, notwithstanding any obligations that exist in the bond/account/plan/policy Terms.
4. I/We understand that where I/we may hold Utmost International internal funds and have requested to transfer all assets in the Portfolio Fund linked to the bond/account/plan/policy to an authorised custodian, these funds will be sold and the cash proceeds, less any outstanding charges, will be sent to the authorised custodian.

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5. I/We hereby confirm that I/we have read and understood all the relevant account opening documents and the Terms and Conditions in relation to the service provided by the authorised custodian(s) I have requested Utmost International to appoint and I/we agree with their contents.
6. I/We confirm that I am/we are responsible for each authorised custodian’s charges, which will be deducted from the value of the assets held with the relevant authorised custodian and reflected in the valuation of the portfolio fund linked to the bond/account/plan/policy as explained in the bond/account/plan/policy Terms.
7. I/We agree that Utmost International can release personal data to each authorised custodian to be appointed should Utmost International be required to do so by one or more of the authorised custodians in order to comply with the authorised custodian’s local laws or anti-money laundering practices.
8. I/We can confirm that each authorised custodian to be appointed has agreed to accept the existing assets. If it transpires at a later date that the assets are not acceptable, I/we agree that they can be sold and the sales proceeds forwarded to them.
9. I/We understand that there are charges to transfer between custodians and agree to this sum being debited from my account. Utmost International reserve the right to change this amount. This charge is a fixed monetary amount and currently at GBP250, USD375, EUR375, HKD3,000, SGD500, CHF500, AUD500, JPY50,000, DKK2,500, NOK2,500, SEK3,000, NZD625, CAD500.
10. I/We hereby declare that where assets are being transferred as part of the premium:
  - a. I/We have the necessary power and authority to dispose of the Assets being transferred.
  - b. None of the Assets listed are subject to any lien, charge, encumbrance or third-party right.
  - c. I am/We are not a director/directors (or closely related to a director) of, or employed by, a company which has issued any of the Assets, nor of a subsidiary (as defined in Section 736 of the United Kingdom Companies Act 1985) of such a company.
11. I/We understand that in the absence of alternative instructions, cash balances below £2,500 (or currency equivalent) will be converted to the base currency of the bond/account/plan/policy prior to transfer. Any overdrawn positions must be cleared before the assets/cash can be moved.
12. I/We understand that any instructions that have already been given that may still be being processed will be honoured but no further instructions will be accepted until the transfer has been completed. I understand that the transfer will not commence until any outstanding settlement proceeds have been received by Utmost International.
13. I/We understand that Utmost International will not accept any further instructions to buy, sell or withdraw funds from the bond/account/plan from receipt of this form until the re-registration is completed.
14. I/We understand that any regular withdrawals will be ceased until the transfer is complete.

SIGNATURE(S) OF BOND/ACCOUNT/PLAN/POLICY HOLDERS. FOR CORPORATE BOND/ACCOUNT/PLAN/POLICY HOLDER, THE AUTHORISED SIGNATORIES OF THE COMPANY

	<b>First/sole</b>	<b>Second joint</b>	
<b>SIGNATURE</b>			
Date	<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"/>	
Name			
	<b>Third joint</b>	<b>Fourth joint</b>	
<b>SIGNATURE</b>			
Date	<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"/>	
Name			

REQUEST FOR UTMOST INTERNATIONAL TO APPOINT AN AUTHORISED CUSTODIAN(S)

TRUSTEE SIGNATURE(S) (IF ANY)

	<b>Trustee</b>	<b>Trustee</b>
<b>SIGNATURE</b>	<input type="text"/>	<input type="text"/>
Date	<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"/>
Name	<input type="text"/>	<input type="text"/>

	<b>Trustee</b>	<b>Trustee</b>
<b>SIGNATURE</b>	<input type="text"/>	<input type="text"/>
Date	<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"/>
Name	<input type="text"/>	<input type="text"/>

SIGNATURE(S) OF PLEDGEE(S) (IF ANY)

	<b>Pledgee</b>	<b>Pledgee</b>
<b>SIGNATURE</b>	<input type="text"/>	<input type="text"/>
Date	<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"/>
Name	<input type="text"/>	<input type="text"/>

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 024916C.

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

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

Utmost PanEurope dac is regulated by the Central Bank of Ireland. Registered No 311420.

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