



# WEALTH INTERACTIVE USER GUIDE

CORPORATE TRUSTEE – ADMINISTRATION

A WEALTH *of* DIFFERENCE

utmost<sup>™</sup>  
INTERNATIONAL

# CONTENTS

This guide covers how to:

- 1 Update signatory lists
- 2 Create a new user
- 3 Amend an existing user
- 4 Update approval levels:
  - Individual users
  - Specific transactions
- 5 General navigation - *Finding a policy, valuations, cash histories and documents*
- 6 Manage bank accounts



# CORPORATE TRUSTEE - UPDATE SIGNATORY LISTS

- From the Admin tab, select '**View firm approval levels**'.
- Then click on '**Update Firm Signatory List**'.

The screenshot shows the utmost WEALTH SOLUTIONS Admin interface. At the top right, it indicates the user was last signed in on 22/08/2022 with user ID 532796USRNM and a 'Sign off' button. A search bar is present with the placeholder text 'Member name or member reference or policy number'. The main navigation bar includes 'Home', 'My Policies', 'Members', 'Approvals', 'Pipeline', 'Admin', 'Alerts', and 'Help & support'. The 'Admin' tab is active, and the breadcrumb trail shows 'You are here: Home > Admin'. Below the breadcrumb, the current page is identified as 'Admin - 269926PRFDNM' with an 'Edit' link. A secondary navigation bar contains 'Manage users', 'View firm approval levels' (highlighted), 'Manage firm approvers', 'Manage bank accounts', and 'Help and support'. The 'View firm approval levels' section is expanded, showing a 'Firm Signatory List' with an 'Update Firm Signatory List' button. The list contains one entry with the following data:

File name	Status	Uploaded by	Date uploaded	Date approved	
269926SigLstName	Approved	Fiona Bayne	07/01/2020	07/01/2020	Download

Below the signatory list is the 'Wealth Interactive Transactions (39)' section. It includes filters for 'Show: All member approval options', 'All bulk approval options', and 'All approval modes'. The transactions table is as follows:

Transaction	Member Approval ?	Bulk Approval ?	Approval Mode ?	No. of Level 1 Approvers ?	No. of Level 2 Approvers ?	No. of Level 3 Approvers ?
Add Bank Details ?			Parallel	1	0	0
Add regular premium ?			Parallel	1	0	0
Amend Regular Premium ?			Parallel	1	0	0

- Upload your new signatory list.



1. Update signatory list

Please provide a new copy of your signatory list and confirm how you would like online transactions to be configured:

**Proof of new signatory list**

---

In order to update your signatory list, we need you to upload a signed copy of your company letterhead:

**Online transaction configuration**

---

Please enter how you would like Wealth Interactive to be set-up for your firm below:

Transaction	Member Approval ?	Bulk Approval ?	Approval Mode ?	No. of Level 1 Approvers ?	No. of Level 2 Approvers ?	No. of Level 3 Approvers ?
Add Bank Details ?	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	Parallel ▼	<input style="width: 40px;" type="text" value="1"/>	<input style="width: 40px;" type="text" value="0"/>	<input style="width: 40px;" type="text" value="0"/>
Add regular premium ?	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	Parallel ▼	<input style="width: 40px;" type="text" value="1"/>	<input style="width: 40px;" type="text" value="0"/>	<input style="width: 40px;" type="text" value="0"/>
Amend Regular Premium ?	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	Parallel ▼	<input style="width: 40px;" type="text" value="1"/>	<input style="width: 40px;" type="text" value="0"/>	<input style="width: 40px;" type="text" value="0"/>

You can then configure how you would like Wealth Interactive to be set-up for your firm.

- Select whether **'Member Approval'** is required 'Yes' or 'No'.
- Choose between approval modes:
  - **'Parallel'** (all approvers review at the same time) or
  - **'Sequential'** (approvers review one after the other in turn).



1. Update signatory list



2. Review & Submit

1. Update signatory list

Please provide a new copy of your signatory list and confirm how you would like online transactions to be configured:

Proof of new signatory list

In order to update your signatory list, we need you to upload a signed copy of your company letterhead:

SIG LIST.pdf

Edit

Online transaction configuration

Please enter how you would like Wealth Interactive to be set-up for your firm below:

Transaction	Member Approval ?	Bulk Approval ?	Approval Mode ?	No. of Level 1 Approvers ?	No. of Level 2 Approvers ?	No. of Level 3 Approvers ?
Add Bank Details ?	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No	Parallel	1	1	0
Add regular premium ?	<input type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	Parallel	1	1	0
Amend Regular Premium ?	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	Sequential	1	1	0

Review the changes, tick the declaration and click on 'Submit'.

Top up application	<input type="checkbox"/>		Parallel	1	0	0
Topup Cancellation Request	<input type="checkbox"/>		Parallel	1	0	0
Transaction History	<input type="checkbox"/>		Parallel	1	0	0
User Management	<input type="checkbox"/>		Parallel	1	0	0

**Declaration**

Please complete the declaration below to proceed.

I confirm that, to the best of my knowledge, the personal and contact details I have entered for this user are correct, and that their role and level of access to Wealth Interactive are appropriate for their position.

**Submit**

You'll see confirmation that your new signatory list has been submitted.

Confirmation

Your new signatory list has been submitted to Utmost International for approval.

What happens next?

Your new signatory list will be reviewed by Utmost International. If everything is in order, we will apply the changes to your account within X days.

If we need further information, we will contact you directly.

[Back to Homepage](#)

[Return to Admin](#)

You can track the status here

The screenshot shows the utmost WEALTH SOLUTIONS Admin interface. At the top left is the utmost logo. On the top right, it says "You were last signed in on 22/08/2022" with a user ID "532796USRNM" and a "Sign off" button. Below this is a search bar with the placeholder text "Member name or member reference or policy number" and a "Search" button. A navigation menu contains buttons for Home, My Policies, Members, Approvals, Pipeline, Admin, Alerts, and Help & support. The "Admin" button is highlighted. Below the navigation menu, it says "You are here: Home > Admin" and "Admin - 269926PRFDNM Edit". A secondary navigation bar includes buttons for Manage users, View firm approval levels (which is highlighted with a callout), Manage firm approvers, Manage bank accounts, and Help and support. The main content area is titled "Firm Signatory List" and has an "Update Firm Signatory List" button. Below the title is a table with the following data:

File name	Status	Uploaded by	Date uploaded	Date approved	
SIG LIST.pdf	Awaiting Utmost International approval	Fiona Bayne	24/08/2022		View Transaction



CORPORATE  
TRUSTEE -  
CREATE A NEW  
USER

Select the 'Admin' tab from your homepage.



You were last signed in on 22/08/2022 532796USRNM Sign off

 Search

- Home
- My Policies
- Members
- Approvals
- Pipeline
- Admin
- Alerts
- Help & support

Hello 532796USRNM (532796)

### Policy / Member Search

 Search

### Transactions to review ( )

Indicative value valid as of 23/08/2022

Policy type	Policy reference	Adviser firm	Member name	Policy status	Indicative value

To create a new user, select 'Create new user' under 'Manage users'.

The screenshot displays the utmost WEALTH SOLUTIONS user interface. At the top left is the utmost logo. On the top right, it shows the user's last sign-in date as 22/08/2022, their user ID as 532796USRNM, and a 'Sign off' button. Below this is a search bar for 'Member name or member reference or policy number' with a 'Search' button. A main navigation bar contains buttons for Home, My Policies, Members, Approvals, Pipeline, Admin, Alerts, and Help & support. The 'Admin' button is selected, leading to a breadcrumb trail 'You are here: Home > Admin' and the page title 'Admin - 269926PRFDNM Edit'. A secondary navigation bar includes buttons for Manage users, View firm approval levels, Manage firm approvers, Manage bank accounts, and Help and support. The 'Manage users' button is highlighted with a callout. Below this, a 'Manage users' section contains a search input field with the placeholder 'Enter name of user', a 'Search' button, a 'View all users' link, and a 'Create new user' button.

- Enter the name and contact details for the new user being created. All asterisked fields must be completed.
- You will be required to enter the email address twice. You will be able to copy and paste in to the first field, but the second must be input manually.

1. User details

Enter the new user details below. \*Required information

**Personal details**

* Title:	Mr	<input checked="" type="checkbox"/>
* First name:	Financial	<input checked="" type="checkbox"/>
* Surname:	Adviser	<input checked="" type="checkbox"/>
Salutation:	Financial Adviser	<input checked="" type="checkbox"/>
* Gender:	Male	<input checked="" type="checkbox"/>
* Nationality:	United Kingdom	<input checked="" type="checkbox"/>
* Country of residency:	United Kingdom	<input checked="" type="checkbox"/>
* House name or number:	KING EDWARD BAY HOUSE	<input checked="" type="checkbox"/>
* Post code:	IM99 1NU	<input checked="" type="checkbox"/>

Enter address manually Find address

**Contact details**

Office number:		
* Mobile number:	United King	+44 01624 655555 <input checked="" type="checkbox"/>
Fax:		
* Email address:	financialadviser@utmostinternational.com	<input checked="" type="checkbox"/>
* Re-enter email address:	financialadviser@utmostinternational.com	<input checked="" type="checkbox"/>

Next

**Personal and contact details:**  
Capture the details of the new user and select an account.

If you have multiple trust companies with us, select which the user should have access to.



## 2. Role and access

Please select the role and access for this user.

\*Required information

Company/Trust:

Which company / trust would you like this account to be available for:

Company/Trust: Trust(s) selected

User role ?

View only

Role: Select

**Role and access:**

Choose the role the user will require on the account. The role type selected will determine what services, clients and policies the user will have access to.

- From the dropdown menu select the role for the user you are creating.
- Select the optional services as per the table displayed.

You can select whether the users can execute certain transactions, approve transactions or both.

If the user is to have view only access, tick the 'View only' box and proceed.

User role ?

View only ✓

Role:

---

Access to optional services

You can choose to change the access to services outlined below.

Transaction	Execution <span>?</span>	Approver Levels <span>?</span>	Bulk approvals <span>?</span>	Financial limit <span>?</span>
New business application <span>?</span>	<input type="radio"/> Yes <input type="radio"/> No	<input type="text" value="Select"/>	<input type="radio"/> Yes <input type="radio"/> No	GBP <input type="text"/>
Non Discretionary Dealing <span>?</span>	<input type="radio"/> Yes <input type="radio"/> No	<input type="text" value="Select"/>	<input type="radio"/> Yes <input type="radio"/> No	GBP <input type="text"/>
New regular withdrawal <span>?</span>	<input type="radio"/> Yes <input type="radio"/> No	<input type="text" value="Select"/>	<input type="radio"/> Yes <input type="radio"/> No	GBP <input type="text"/>
Amend regular withdrawal <span>?</span>	<input type="radio"/> Yes <input type="radio"/> No	<input type="text" value="Select"/>	<input type="radio"/> Yes <input type="radio"/> No	GBP <input type="text"/>
Restart regular Premium instruction <span>?</span>	<input type="radio"/> Yes <input type="radio"/> No	<input type="text" value="Select"/>	<input type="radio"/> Yes <input type="radio"/> No	GBP <input type="text"/>
Cease regular premium instruction <span>?</span>	<input type="radio"/> Yes <input type="radio"/> No	<input type="text" value="Select"/>	<input type="radio"/> Yes <input type="radio"/> No	GBP <input type="text"/>
Change Lead Policy Holder <span>?</span>	<input type="radio"/> Yes <input type="radio"/> No	<input type="text" value="Select"/>	<input type="radio"/> Yes <input type="radio"/> No	GBP <input type="text"/>

- Users can be restricted from performing some transaction types by selecting corresponding 'Yes' or 'No'.
- Users can be provided an access level as 'Level 1 Approver', 'Level 2 Approver' or 'Level 3 Approver' for the corresponding transaction types.
- Users can be assigned a **Financial Limit** for authorisation of a particular transaction type.

Access to optional services

You can choose to change the access to services outlined below.

Transaction	Execution ?	Approver Levels ?	Bulk approvals ?	Financial limit ?
New business application ?	<input type="radio"/> Yes <input type="radio"/> No	Select ▼	<input type="radio"/> Yes <input type="radio"/> No	GBP <input type="text"/>
Non Discretionary Dealing ?	<input type="radio"/> Yes <input type="radio"/> No	Select ▼	<input type="radio"/> Yes <input type="radio"/> No	GBP <input type="text"/>
New regular withdrawal ?	<input checked="" type="radio"/> Yes <input type="radio"/> No	Select ▼ Select Level 1 Level 2 Level 3	<input type="radio"/> Yes <input type="radio"/> No	GBP 5000
Amend regular withdrawal ?	<input type="radio"/> Yes <input type="radio"/> No	Select ▼	<input type="radio"/> Yes <input type="radio"/> No	GBP <input type="text"/>
Restart regular Premium instruction ?	<input type="radio"/> Yes <input type="radio"/> No	Select ▼	<input type="radio"/> Yes <input type="radio"/> No	GBP <input type="text"/>

- Review the personal, contact details and role information and press **'Submit'**.
- Select **'Edit'** if any changes are to be made.

[Edit](#)

**Personal and contact details**

Title: **Mr**

---

First name: **Financial**

---

Last name: **Adviser**

---

Gender: **Male**

---

Nationality: **United Kingdom**

---

Address line 1: **KING EDWARD BAY HOUSE**

---

Address line 2:

---

Address line 3:

---

Address line 4:

---

City/ Town:

---

Post/ zip code: **IM99 1NU**

---

Country of residence: **United Kingdom**

---

**Contact details**

---

Office number:

---

Mobile phone number: **(+44) 01624 655555**

---

Fax number:

---

Email Address: **financialadviser@utmostinternational.com**

[Edit](#)

**Role**

---

Trust: **269926PRFDNH**

---

Role: **Authorised Signatory**

---

**Access to optional services**

Transaction	Execution ?	Approval Level ?	Bulk Approval ?	Financial Limit ?
New regular withdrawal ?	Yes	No approval	No	GBP 5,000.00

[Back](#)
[Submit](#)

- Once you have submitted the user set up, they will show under the manage users section.
  - Certain setups will be submitted to Utmost International for approval.
- These may show as pending and will be approved within 24-48 hours.
- Once approved your client/user can be sent a registration email.

The screenshot displays the Utmost International Admin dashboard. At the top left is the logo "utmost WEALTH SOLUTIONS". On the top right, it shows the user is signed in as "532796USRNM" on "22/08/2022" with a "Sign off" button. Below this is a search bar for "Member name or member reference or policy number". A navigation menu includes "Home", "My Policies", "Members", "Approvals", "Pipeline", "Admin", "Alerts", and "Help & support". The current page is "Admin - 269926PRFDNM" with an "Edit" link. A secondary navigation bar contains "Manage users", "View firm approval levels", "Manage firm approvers", "Manage bank accounts", and "Help and support". The "Manage users" section is active, showing a search bar, a "Search" button, a "View all users" link, and a "Create new user" button. Below this, it says "View all users (100)" and provides filters for "Show: 10 users", "All roles", and "All statuses". A table lists the users with columns for Name, Role, Status, Access mode, and Online registration.

Name	Role	Status	Access mode	Online registration
Mr Financial Adviser (603297)	Authorised Signatory	Pending	Online	Not registered



# CORPORATE TRUSTEE - AMEND AN EXISTING USER

- From the Admin tab select **'Manage users'**
- Choose the name of the user whose details are to be amended from the table shown.

Member name or member reference or policy number

You are here: Home > Admin  
Admin - 269926PRFDNM [Edit](#)

Manage users

Enter name of user   [View all users](#)

View all users (100)

Displaying 1 - 10 of 100 users Go to page   < Prev Page 1 of 10 Next >

Show:  ▾  ▾  ▾

Name ▾	Role ▾	Status ▾ ?	Access mode ▾ ?	Online registration ▾
Mr Financial Adviser	Lead Authorised Signatory	Active	Online	Registered

- Select '**Edit**' to change the status of the user to Online/Offline.
- Select '**Personal and contact details**' to amend user details.
- Select '**Role and access**' to amend user permissions

Financial Adviser (603297) - Authorised Signatory

Access Mode **Online** Edit

Personal and contact details	Edit	<p><b>Personal and contact details:</b></p> <p>Use the personal details section to change the user name, title and salutation on the sign in page.</p>
Role and access	<p><b>Personal and contact details</b></p> <p>Title: <b>Mr</b></p> <hr/> <p>First name: <b>Financial</b></p> <hr/> <p>Surname: <b>Adviser</b></p> <hr/> <p>Salutation: <b>Financial Adviser</b></p> <hr/> <p>Gender: <b>Male</b></p> <hr/> <p>Nationality: <b>United Kingdom</b></p> <hr/> <p>Country of residency: <b>United Kingdom</b></p> <hr/> <p>Address 1: <b>KING EDWARD BAY HOUSE</b></p>	
Sign in details		



CORPORATE  
TRUSTEE - UPDATE  
APPROVAL LEVELS  
- INDIVIDUAL  
USERS

- From the Admin tab, click on 'Manage users'.
- Select the user you want to update.

Member name or member reference or policy number Search

Home My Policies Members Approvals Pipeline Admin Alerts Help & support

You are here: Home > Admin

Admin - 269926PRFDNM Edit

Manage users View firm approval levels Manage firm approvers Manage bank accounts Help and support

Manage users

Enter name of user Search View all users Create new user

View all users (100)

Displaying 1 - 10 of 100 users Go to page  Go < Prev Page 1 of 10 Next >

Show: 10 users All roles All statuses

Name	Role	Status	Access mode	Online registration
Mr Financial Adviser	Lead Authorised Signatory	Active	Online	Registered

Click on 'Edit'.

Financial Adviser (603297) - Authorised Signatory

Access Mode **Online** Edit

Personal and contact details	<b>Personal and contact details</b> <a href="#">Edit</a>	<b>Personal and contact details:</b>
Role and access	Title: <b>Mr</b>	Use the personal details section to change the user name, title and salutation on the sign in page.
Sign in details	First name: <b>Financial</b>	
	Surname: <b>Adviser</b>	
	Salutation: <b>Financial Adviser</b>	
	Gender: <b>Male</b>	
	Nationality: <b>United Kingdom</b>	
	Country of residency: <b>United Kingdom</b>	
	Address 1: <b>KING EDWARD BAY HOUSE</b>	

- Select 'Roles and access'.

Financial Adviser (603297) - Authorised Signatory Access Mode **Online** Edit

Personal and contact details

Role and access

Sign in details

Personal and contact details Edit

Title:	<b>Mr</b>
First name:	<b>Financial</b>
Surname:	<b>Adviser</b>
Salutation:	<b>Financial Adviser</b>
Gender:	<b>Male</b>
Nationality:	<b>United Kingdom</b>
Country of residency:	<b>United Kingdom</b>
Address 1:	<b>KING EDWARD BAY HOUSE</b>

Personal and contact details:

Use the personal details section to change the user name, title and salutation on the sign in page.

Edit the approval levels as required.

Home My Policies Members Approvals Pipeline Admin Alerts Help & support

You are here: Home > Admin > name Lstnm

name Lstnm (504235) - Lead Authorised Signatory Access Mode **Online** Edit

Personal and contact details

Role and access

Sign in details

Company/Trust

**Trust:** 504235PRFDNM

User role ?

View only:

**Role:** Lead Authorised Signatory

Access to optional services ?

You can choose to change access to services outlined below.

Transaction	Execution <span style="border: 1px solid #ccc; padding: 2px;">?</span>	Approver Levels <span style="border: 1px solid #ccc; padding: 2px;">?</span>	Bulk Approvals <span style="border: 1px solid #ccc; padding: 2px;">?</span>	Financial Limit <span style="border: 1px solid #ccc; padding: 2px;">?</span>
<b>New business application</b> <span style="border: 1px solid #ccc; padding: 2px;">?</span>	<input type="radio"/> Yes <input checked="" type="radio"/> No	<span style="border: 1px solid #ccc; padding: 2px;">Select</span>	<input type="radio"/> Yes <input type="radio"/> No	<b>GBP</b> <input style="width: 50px;" type="text"/>
<b>Non Discretionary Dealing</b> <span style="border: 1px solid #ccc; padding: 2px;">?</span>	<input checked="" type="radio"/> Yes <input type="radio"/> No	<span style="border: 1px solid #ccc; padding: 2px;">Level 1</span>	<input type="radio"/> Yes <input checked="" type="radio"/> No	<b>GBP</b> <input style="width: 50px;" type="text"/>
<b>New regular withdrawal</b> <span style="border: 1px solid #ccc; padding: 2px;">?</span>	<input type="radio"/> Yes <input checked="" type="radio"/> No	<span style="border: 1px solid #ccc; padding: 2px;">Select</span>	<input type="radio"/> Yes <input type="radio"/> No	<b>GBP</b> <input style="width: 50px;" type="text"/>

**Role and Access:**

Choose the role the user will require on the account. The role type selected will determine what services, clients and policies the user will have access to.





CORPORATE  
TRUSTEE - UPDATE  
APPROVAL LEVELS  
- SPECIFIC  
TRANSACTIONS

From the Admin tab select  
**'Manage firm approvers'**.



You were last signed in on **21/07/2022** 522630USRNM ▼ [Sign off](#)

- Home
- My Policies
- Members
- Approvals
- Pipeline
- Admin**
- Alerts
- Help & support

You are here: [Home](#) > [Admin](#)

Admin - 504235PRFDNM

- Manage users**
- View firm approval levels
- Manage firm approvers
- Manage bank accounts
- Help and support

Manage users

---

  [View all users](#)

Select the transaction.



You were last signed in on 21/07/2022 522630USRNM [Sign off](#)

- Home
- My Policies
- Members
- Approvals
- Pipeline
- Admin
- Alerts
- Help & support

You are here: Home > Admin

Admin - 504235PRFDNM

- Manage users
- View firm approval levels
- Manage firm approvers
- Manage bank accounts
- Help and support

Transaction Approvers

Use the dropdown below to select the transaction you want. You will then be able to see the associated approvers for that transaction and be able to edit them if you want to.

Select transaction

Click on 'Edit approvers'.

Member name or member reference or policy number Search

- Home
- My Policies
- Members
- Approvals
- Pipeline
- Admin
- Alerts
- Help & support

You are here: Home > Admin

Admin - 504235PRFDNM

- Manage users
- View firm approval levels
- Manage firm approvers
- Manage bank accounts
- Help and support

### Transaction Approvers

Use the dropdown below to select the transaction you want. You will then be able to see the associated approvers for that transaction and be able to edit them if you want to.

Select transaction Top up application

Users

Edit approvers

- Edit the transaction levels as required.
- Tick the declaration and click on **'Save'**.

name Lstnm	<input type="radio"/> Yes <input type="radio"/> No	No Approval Level	<input type="radio"/> Yes <input type="radio"/> No	GBP	<input type="text"/>
name Lstnm	<input type="radio"/> Yes <input type="radio"/> No	No Approval Level	<input type="radio"/> Yes <input type="radio"/> No	GBP	<input type="text"/>
name Lstnm	<input type="radio"/> Yes <input type="radio"/> No	No Approval Level	<input type="radio"/> Yes <input type="radio"/> No	GBP	<input type="text"/>
name Lstnm	<input type="radio"/> Yes <input type="radio"/> No	No Approval Level	<input type="radio"/> Yes <input type="radio"/> No	GBP	<input type="text"/>
name Lstnm	<input type="radio"/> Yes <input type="radio"/> No	No Approval Level	<input type="radio"/> Yes <input type="radio"/> No	GBP	<input type="text"/>
name Lstnm	<input type="radio"/> Yes <input type="radio"/> No	No Approval Level	<input type="radio"/> Yes <input type="radio"/> No	GBP	<input type="text"/>

Declaration

Please complete the declaration below to proceed.

I confirm that, to the best of my knowledge, the personal and contact details I have entered for this user are correct, and that their role and level of access to Wealth Interactive are appropriate for their position.

Cancel



# CORPORATE TRUSTEE - GENERAL NAVIGATION

Select 'My Policies' from your homepage



You were last signed in on 22/08/2022 532796USRNM Sign off

Member name or member reference or policy number Search

- Home
- My Policies**
- Members
- Approvals
- Pipeline
- Admin
- Alerts
- Help & support

Hello 532796USRNM (532796)

### Policy / Member Search

Enter policy reference number or member name Search

### Transactions to review ( )

Indicative value valid as of 23/08/2022

Policy type	Policy reference	Adviser firm	Member name	Policy status	Indicative value

Find the policy you would like to view and click on it

- Home
- My Policies
- Members
- Approvals
- Pipeline
- Admin
- Alerts
- Help & support

You are here: [Home](#) > [My policies](#)

### My policies

You have a total of **1377 Policies**.

Displaying 1 - 10 of 1182 policies

Go to page

< Prev Page 1 of 119 Next >

10 Policies ▾ Contract Issued ▾

Policy type ▾	Policy reference ▾	Adviser firm ▾	Member name ▾	Policy status ▾	Indicative value
European Executive Investment Bond - PRIIPs	600040719	519701FRSTNM 519701LSTNM	600040719-2FRSTNM 600040719-2SURNM	Contract Issued	GBP 165,536.96

- Within the policy main screen you can generate policy valuations by hovering over the highlighted section within policy actions.
- There are four valuation options to choose from.
- If you choose 'Previous end of day' or 'Last quarter' options they will appear immediately. 'Current valuation' or 'Backdated' will appear in the documents tab at the bottom of the screen when they are ready.

The screenshot displays the utmost WEALTH SOLUTIONS user interface. At the top right, it shows the user is signed in on 21/07/2022 with ID 522630USRNM and a 'Sign off' button. A search bar is available for member names or policy numbers. The navigation menu includes Home, My Policies, Members, Approvals, Pipeline, Admin, Alerts, and Help & support. The current page is 'European Executive Investment Bond - PRIIPs (600040719)'. The 'Policy actions' dropdown menu is open, showing options: Current Valuation, Previous end of day, Backdated, and Last quarter. Below this, two valuation cards are visible: 'Value of portfolio fund' at GBP 165,536.90 (as of 23-Aug-2022) and 'Total money in vs money out' at GBP 165,307.42 (as of 24-Aug-2022). A 'Policy Contacts (2)' box shows details for a Fund Adviser/Investment Adviser. At the bottom, the 'Policy Feed' section has tabs for Alerts, Transactions, and Documents. The Documents tab is active, showing a table with columns for Date, Type, and Submitted by.

- Within the policy main screen you can also track the total value of the portfolio fund as well as compare money in versus money out transactions.
- Within the Policy Details section you can access a policy summary or payment summary
- Along with an overview of assets held within the assets tab as well as any pending asset transfers, or dealing instructions within their respective tabs.

**Value of portfolio fund:**

**GBP 165,536.96** ?


Value as at **23-Aug-2022** Get current value

**Total money in vs money out:**

**GBP 165,307.42** ?

Value as at **24-Aug-2022**

View performance



**Policy Contacts (2)**

Name: **549214FRSTNM 549214LST NM**

Role: **Fund Adviser/Investment Adviser**

Company:

Telephone:

Email:

[<Prev](#) **1 of 2** [Next>](#)

**Policy Details**

Policy Summary
Payment summary
Assets
Asset transfer
Deal instructions

<p>Trust name: STM Malta Personal Ret Plan RE Ian Nicholas Hunter</p> <hr/> <p>Lead Trustee: 504235NAME</p> <hr/> <p>Other Trustees:</p> <hr/> <p>Correspondence address: 869054329ADRS1, 869054329ADRS2, 869054329ADRS3, CITY, Malta, ABC123.</p> <hr/> <p>Contract Date: 04/03/2022</p> <hr/> <p>Linked portfolio:</p> <hr/> <p>Policy risk profile:</p> <hr/>	<p>Lives assured: Mr 600040719-24251FRSTNM 600040719-24251MIDNM 600040719-24251SURNM <span style="float: right;">?</span></p> <hr/> <p>Life cover: 101% of the Surrender Value.</p> <hr/> <p>Policy pledged: No</p> <hr/> <p>Number of policies: 12 <span style="float: right;">?</span></p> <hr/> <p>Fee package: 13023356</p> <hr/>
--	---

- To view the transaction history, Hover over the 'Policy management' tab within Policy actions.
- Then chose 'View Transaction History' from the drop down.

European Executive Investment Bond - PRIIPs (600040719)

Policy actions: + Policy Valuations | + Premiums | + Withdrawals | **+ Policy management** | New Deal Instruction

**Value of portfolio fund:**

**GBP 165,536.96** ?

Value as at 23-Aug-2022 [Get current value](#)

**Total money in vs money out:**

**GBP 165,307.42** ?

Value as at 24-Aug-2022

Policy Details

Policy Summary | **Payment summary** | Assets | Asset transfer | Deal inst

Trust name: STM Malta Personal Ret Plan RE Ian Nicholas Hunter

Lives assured: Mr 600040719-24251FRSTNM 600040719-24251MIDNM 600040719-24251SURNM ?

**Contacts (2)**

549214FRSTNM 549214LSTNM  
Fund Adviser/Investment Adviser

Page 1 of 2 Next>

Manage transaction account

Change of correspondence address

Change Lead Policy Holder

Maintain Facilitated Fee

Get surrender valuation

Surrender your policy

Cancel policy


**View Transaction History**

Manage your Corporate Actions

Change my Charge Deduction Asset

**View all transactions'** will show you all transactions available dated back to 1 January 2013 or the policy start date depending on which is later.



You were last signed in on **21/07/2022** 522630USRNM  [Sign off](#)


 

- Home
- My Policies
- Members
- Approvals
- Pipeline
- Admin
- Alerts
- Help & support


You are here: [Home](#) > [My policies](#) > [European Executive Investment Bond - PRIIPs\(600040719\)](#) > [Transaction history](#)

[Back](#)


### Transaction history



**View all transactions**  
Please note that transaction history on policies prior to switch over to Wealth Interactive in December 2012 is available on request.




**View a transaction account**  
View transactions relating to a particular transaction account for this policy.





**Search for a transaction**  
Search for a transaction using a transaction reference, transaction group reference or asset name.

### Transaction history

Transaction data is available back to 1st January 2013 or the policy start date (whichever is latest).

 **View all transactions**  
Transaction history information is available online back to 1st January 2013 or from the policy start date (whichever is later).

 **View a transaction account**  
View transactions relating to a particular transaction account for this policy.

 **Search for a transaction**  
Search for a transaction by either transaction reference, transaction group reference or description.

Transaction account	Current balance	Available balance	?	Last completed transaction
AUD	0.00	0.00		
CAD	0.00	0.00		
CHF	0.00	0.00		
DKK	0.00	0.00		
EUR	0.00	0.00		
GBP	156,911.16	5,376.16		30/06/2022
HKD	0.00	0.00		
JPY	0.00	0.00		
NOK	0.00	0.00		
NZD	0.00	0.00		
SEK	0.00	0.00		
SGD	0.00	0.00		
USD	0.00	0.00		

#### Transaction accounts

Accounts within a policy kept to simplify buying and selling of assets. They are also used for payment of benefits and Portfolio Fund and Third-Party Agent Charges.

The transaction account that applies to the policy will be in the policy currency. If there is a premium(s) or asset(s) that are denominated in other currencies there will be transaction accounts in those currencies for those transaction purposes only.

All premiums and sale proceeds are paid to the Transaction Account together with any dividend, interest income received or any residual cash as a result of buying or selling assets or as a result of corporate action.


- **View a transaction account** will enable you to see a full list of transaction accounts within the policy.
- Clicking into a specific transaction account will give you a holistic view of the account being viewed.


'Search for a transaction' will allow you to filter by transaction groupings, dates and currencies to locate the required transaction.

### Transaction history

Transaction data is available back to 1st January 2013 or the policy start date (whichever is latest).

 **View all transactions**  
Transaction history information is available online back to 1st January 2013 or from the policy start date (whichever is later).

 **View a transaction account**  
View transactions relating to a particular transaction account for this policy.

 **Search for a transaction**  
Search for a transaction using a transaction reference, transaction group reference or asset name.

Advanced search

Start date: Day Month Year End date: Day Month Year Currency: All currencies

Transaction groupings: 

- All transaction groupings
- All transaction groupings
- Account Closure
- AdvSmry
- Allocation
- Asset Tracker Detail
- Asset Tracker Header
- Asset Transfer Header
- Assignment
- CoolingOff Under Cancellation
- Corporate Action
- DealSchedule
- Death Claim
- DJ
- Forex covering Spot, Forward and Swap deals.
- Forex orders including spot, forward, swap orders
- Full Surrender
- FX Revaluation
- Gbt
- Important Fact Statement
- Linked Payment Tracker

Cancel Search



# CORPORATE TRUSTEE - MANAGE BANK ACCOUNTS

From the Admin tab select **'Manage bank accounts'**.

The screenshot displays the utmost WEALTH SOLUTIONS user interface. At the top left is the utmost logo. On the top right, it shows the user's last sign-in date as 24/08/2022, the user ID 532796USRNM, and a Sign off button. Below the logo is a search bar with the placeholder text 'Member name or member reference or policy number' and a Search button. A horizontal navigation bar contains buttons for Home, My Policies, Members, Approvals, Pipeline, Admin (which is highlighted), Alerts, and Help & support. Below this bar, the breadcrumb 'You are here: Home > Admin' is visible, followed by the page title 'Admin - 269926PRFDNM' and an Edit link. A secondary navigation bar includes buttons for Manage users, View firm approval levels, Manage firm approvers, Manage bank accounts (highlighted with a callout), and Help and support. The main content area is titled 'Bank Accounts' and includes an 'Add new bank account' button. Below the title, there is a line of text: 'Below are the bank accounts set-up and their associated company.'

Enter the bank account details.

Bank account name:

Please choose account name you would like to use for this account.

**Company/Trust:** 506814PRFDNM

---

**Bank Details**

**SWIFT or BIC code:** AAADFRP1

**Bank name:** ASSET ALLOCATION ADVISORS SA

**Bank address:** 3, AVENUE HOICHE ,  
CHEZ NSM ,  
CHEZ NSM,  
75008 PARIS

**Bank country:** France

**Not the correct bank?**

If this is not the correct bank then search again using the button below.

[Re-enter bank details](#)

---

**Account details**

**\*Account quick reference:**

**\*Currency:**

**Account number:**

**IBAN:**

---

**Proof of bank account**

In order to add this bank account, we need you to upload the account details on a signed copy of your company letter headed paper.

[Choose file](#) [Upload](#)

---

[Next](#)

- Upload proof of the bank account.
- Then tick the declaration and press 'Submit'.

### Account details

---

Account quick reference:	12345678
Currency:	USD
Account number:	
IBAN:	ERIL12345678910B25B

### Proof of bank account

---

Proof of bank account:	SIG LIST.pdf
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### Declaration

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Please complete the declaration below to proceed.

<input checked="" type="checkbox"/> I confirm that the bank details I have entered are correct and I have attached the appropriate evidence.	<input checked="" type="checkbox"/>
--	-------------------------------------

[Edit bank details](#) [Submit](#)

Once the bank account has been submitted you can choose to add another using the link on screen, or you can **'Finish and return to Admin'**.

When we have approved the account, multiple policies can be linked for payments.

You can view the progress of the approval in **'Manage Bank Accounts'**.



Add bank account

#### Confirmation

You have successfully added a new bank account.

What else you can do

Add another bank account

[Finish and return to Admin](#)

# IMPORTANT INFORMATION

[www.utmostinternational.com](http://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 655 555 Fax: +44 (0)1624 611 715. Licensed by the Isle of Man Financial Services Authority.

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Utmost PanEurope dac is regulated by the Central Bank of Ireland. Registered No 311420. Administration Centre for correspondence: King Edward Bay House, King Edward Road, Onchan, Isle of Man, IM99 1NU, British Isles. Tel: +353(0)1 479 3900 Fax: +353(0)1 475 1020.

Registered Office address: Navan Business Park, Athlumney, Navan, Co. Meath, C15 CCW8, Ireland.

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