

Bespoke Portfolio Service

Application Pack for Offshore Bonds

Suitability Responsibility: Professional Adviser



BROOKS MACDONALD

Completing this Application Pack

Welcome to Brooks Macdonald Asset Management Limited (**Brooks Macdonald**). This Application Pack is for the Brooks Macdonald Bespoke Portfolio Service (BPS). Brooks Macdonald requires this Application Pack to be completed by the underlying member of an Offshore Bond (**the policyholder**).

You should only complete this Application Pack if you have a Professional Adviser, who will need to conduct a full Suitability assessment. **Brooks Macdonald will not be seeking enough information in this pack to conduct its own Suitability assessment.**

The policyholder should understand that the Offshore Bond provider (**the provider**) will be the legal owner of assets held within the Account. Brooks Macdonald will provide its investment management services to the provider and will treat the provider as its client. However, Brooks Macdonald or (as the case may be) the Professional Adviser will observe and perform its obligations under the FCA Rules as if the policyholder was its client for the purposes of those rules. The word '**client**' when used in this Application Pack and in the Brooks Macdonald Terms and Conditions should be interpreted accordingly.

Brooks Macdonald may have agreements in place with specific providers. The policyholder may be required to sign agreements with providers.

The policyholder should complete this Application Pack where indicated on pages 6 and 8 to 38.

The provider should complete this Application Pack where indicated on pages 7 and 38.

Professional Advisers should complete this Application Pack where indicated on page 38.

The policyholder and the provider

This Application Pack is important both at the commencement of our Services and on an ongoing basis.

As a policyholder you should:

- read the Application Pack carefully
- ensure that answers to questions or requests for information are **completed accurately and in full**
- inform us immediately if your circumstances change. You should also discuss this with your Professional Adviser who may wish to review the Suitability of your investment portfolio

Your Professional Adviser is responsible for:

- collecting information about your financial position
- carrying out a Suitability assessment for the BPS
- advising you on the Investment Objectives and Risk Profile

Brooks Macdonald is responsible for:

- creating and managing the BPS Portfolio on a discretionary basis in accordance with your Investment Objectives and Risk Profile

Where there are two individual policyholders completing this Application Pack, **the key details of the investment profile must be identical**. If you have any questions relating to the Application Pack you should contact your Professional Adviser.

Important: This Application Pack forms part of the legal agreement governing the provisions of Brooks Macdonald's Services. Providers and policyholders should read Section 2 of the Brooks Macdonald Terms and Conditions for an explanation of the legally binding obligations applicable to the client.

This Application Pack is designed to collect information to ascertain:

- details of the provider and the policyholder(s)/Trustee(s)
- Investment Objectives and Risk Profile
- Professional Adviser details
- identity and verification information
- important information relating to the operation of your Account(s)

Important: Legal Entity Identifier (LEI)

Under new legislation known as MiFID II (Markets in Financial Instruments Directive), in order to trade in investments through Brooks Macdonald it is a requirement for all Entities and Trusts (with the exception of Bare Trusts) to have a valid LEI.

An LEI is a unique 20 digit alpha numeric code which allows identification of legal entities participating in financial transactions. Please complete the LEI of the bond provider on page 7 of this Application Pack, and note the date that this is valid from.

This Application Pack can be used in cases where the Offshore Bond policy is written in trust, or held personally.

The completed Application Pack should be returned to your Brooks Macdonald regional office.

Important: The Application Pack should only be returned to Brooks Macdonald once all sections have been completed, including those sections to be completed by the Professional Adviser.

For Professional Advisers

This Application Pack forms part of our legal agreement with a Professional Adviser and enables our respective client to understand the extent of our respective roles and responsibilities. Professional Advisers are required to complete this Application Pack on page 38 in order to:

- confirm appointment as a Professional Adviser
- confirm that a Suitability assessment of the client for the BPS has been undertaken

The Professional Adviser is responsible for:

- carrying out a Suitability assessment of the client for the BPS
- advising the client on the Investment Objectives and Risk Profile

The Professional Adviser accepts responsibility for the ongoing obligations to assess that the investment service is suitable for the client.

Brooks Macdonald is responsible for managing the client portfolio in accordance with the client's investment profile.

Important: Professional Advisers should **only** complete those sections of this Application Pack marked '**Professional Adviser to complete**'.

Verification of identity

It is important that Brooks Macdonald has access to appropriate information about you in order to meet its obligations to identify and verify clients. Your Professional Adviser (or Investment Manager) will collect this information.

For an Offshore Bond policy held personally, we are required to verify the identity of the individual policyholder(s).

For an Offshore Bond policy that is written in trust, we are required to verify the identity of:

- the Trustees
- beneficial owners who are entitled to a vested interest in at least 25% of the capital of the Trust property
- any individual who has control over the Trust property, e.g. a protector or any other individual who has authority to replace the Trustees

Where the Trustee(s) is a regulated Entity, we do not need to verify the identity of the Trustee(s). If any individual Trustee is not employed by the regulated Trustee firm, that individual's identity must be verified.

We will attempt to verify your identity using our online electronic verification system. However, in instances where this is unsuccessful, we will require certified copies of two of the following items for each individual covered in this Application Pack. These documents should be included when returning this Application Pack to Brooks Macdonald. Please ensure at least one form of ID contains a photograph and one other states your address.

- driving licence (certified copy)
- passport (certified copy)
- national identity card (certified copy)
- a recent utility bill or bank statement (within the last three months)

Original bills and statements will be returned immediately. Where originals are unavailable Brooks Macdonald will require certified copies of original documentation.

In addition, Trustees will also need to provide a certified copy of the Trust Deed. We require a copy of the Trust Deed to meet our anti-money laundering obligations but we will not rely on the Trust Deed to determine the scope or extent of the powers of the Trustees.

We are relying on the details provided in this Application Pack to determine the powers of the Trustees to act for the Trust.

Verification of identity

Verification of Professional Trustee/beneficial owner/controller (if a corporate):

Where a Professional Trustee, beneficial owner or a controller is a corporate Entity, the following documents must be provided in order to verify the identity:

- Certificate of Incorporation
- Memorandum and Articles of Association (or overseas equivalents)
- names and addresses of Directors
- evidence of any regulated status
- Authorised Signatory list

Certified copies

Where Brooks Macdonald requires certified copies of original documentation such certification must be made by a regulated professional person having sight of the original documentation. This can include a FCA registered individual, Solicitor, Barrister, Justice of the Peace, Accountant, Notary public, who is a member of a recognised professional body, or persons equivalent to such persons in other jurisdictions.

These should always bear a stamp or hand written declaration in addition to a signature that follows the requirements detailed below:

1. that the original document has been seen
2. that the document is a certified copy of the original
3. in the case of Photo ID, the photo on the document bears a good and true likeness to the individual

Combined Accounts – Only relevant when the Offshore Bond is NOT written in trust

If you have two or more BPS Accounts you might want us to manage them as a single portfolio. For example, you may have a BPS individual Account in your own name and an Offshore Bond.

We can manage these as **Combined Accounts**.

Managing several accounts as a single Combined Account may be advantageous as:

- we can create a Combined Account portfolio designed to achieve a single investment profile
- the assets will be retained in the Account into which they were deposited
- the type of assets each portfolio might own can reflect the tax treatment applicable to different types of Account as long as, when viewed together, all the investments in the Combined Account reflect the single investment profile

We will ask each client to confirm the investment profile applicable to the Combined Account and we will invest the assets in the Combined Account so that they are consistent with that investment profile. However, the assets in each individual client's Account will not be invested to meet any particular investment profile. Consequently, the investment performance of each client Account may be very different from the performance of the other client Accounts.

The following types of Account are eligible to be managed as part of a Combined Account:

- individual Account(s) for either spouse or civil partner
- joint Accounts held by married couples or civil partners
- SIPPs and Offshore Bonds

Please note that we are NOT able to manage Trust based schemes on a combined basis.

Please refer to the Client Investing Guide for more information about Combined Accounts

If you wish to open a Combined Account, please tick:

As well as the appropriate Application Pack for the other accounts, we will also require a Combined Accounts Confirmation form to be completed. Your Brooks Macdonald Investment Manager or your Professional Adviser will be able to discuss this with you further.

Each account that participates in a Combined Account may contain more higher risk or lower risk investments than it would if it was managed separately. Investment gains and losses will not be distributed evenly across each participating Account.

Similarly, because it forms part of a Combined Account, your individual portfolio could contain more illiquid investments than it would if it was managed separately and it may contain more illiquid investments than other portfolios forming part of the Combined Account.

Offshore Bond provider details

Account name

Full name of
Offshore Bond:

Please indicate if the policy is written in trust, or held personally: Trust Personal

(If you have indicated that the policy is written in trust, you will be required to complete a Trust FATCA self-certification form. Please see pages 30 to 36 for this.)

If the policy is written in trust, please provide the full name of the Trust (*if different to the Account name*):

Postal address (*the address where the reporting for the Trust should be sent*):

Address:

Postcode:

Offshore Bond provider details

Full name:

Address:

Postcode:

Country:

Offshore Bond plan reference:

Legal Entity Identifier:

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Date Legal Entity Identifier
effective from:

First policyholder/Lead Trustee

Personal details

Title:

Forename(s):

Surname:

Permanent residential address:

Postcode:

Alternative mailing address (*only complete if you would like Brooks Macdonald to correspond with you at a different address. All communications will be sent to the address given below*):

Postcode:

Nationality:

Country of birth:

Second nationality
(if applicable):

Citizenship:

Date of birth:

Daytime telephone number:

Mobile telephone number:

Contact email address:

I am happy to receive market related news and articles by email:

The below information is not required if the policy is written in trust.

Gender:

Male

Female

Marital status:

Single

Married

Civil partnership

Widowed

Divorced

Separated

The below information is not required if the policy is written in trust.**Personal status**

You may have accumulated and will continue to accumulate wealth throughout your lifetime. In this section please confirm the following information in order to assist with the anti-money laundering verification in relation to the source of your wealth.

Employment status: Employed Self-employed Retired Not employed

Student Partner/Director Other (*please specify*):

Previous occupation, if retired or not employed:

Name of employer/business/
self-employed trading name:

Job title/Occupation:

Estimated total annual income

Salary (*or equivalent, e.g. pension*): £

Other income (*please specify source*): £

Estimation of net worth
(*assets e.g. pension/property/investments
minus liabilities e.g. mortgages/loans*): £

Source of wealth

Please indicate the source(s) of your entire wealth including wealth outside the investment you are making with Brooks Macdonald (*tick all sources which apply as appropriate*):

Salary (or equivalent) over lifetime

Family inheritance
(*please specify circumstances*):

Sale of business or property
(*please specify circumstances*):

Other (*please explain the origins of
your wealth if not covered above*):

First policyholder self-certification of tax residency

The below information is not required if the policy is written in trust. For policies that are written in trust, please fill in pages 30 to 36.

Tax regulations¹ require us to collect information about each investor's tax residency. In certain circumstances (including if we do not receive a valid self-certification from you), we may be obliged to share information about your account with HMRC, who may pass this on to other tax authorities in other jurisdictions. If you have any questions about your tax residency, please contact your tax adviser. Should any of the information provided change in the future, please ensure you advise us of the changes promptly.

Tax residency

Please indicate in the table below all countries in which you are resident for the purposes of that country's income tax and the associated Tax Identification Number (such as a National Insurance Number or a Social Security Number) that has been issued to you. If you are a US citizen, Green Card holder, or US resident you must also complete and return an IRS (Internal Revenue Service) W-9 form and include any additional tax residencies in the table below.

Full name:

Country/Countries of tax residency

Tax Identification Number/Social Security Number/National Insurance Number

If you are not resident in any country for tax purposes, please tick here:

¹ The term 'Tax regulations' refers to regulations created to enable automatic exchange of information and include FATCA², various Agreements to improve International Tax Compliance entered into between the UK and its Crown Dependencies and its Overseas Territories and the OECD³ Common Reporting Standard for the Automatic Exchange of Financial Account Information.

² The term 'FATCA' refers to The Foreign Account Tax Compliance provisions contained in the US Hire Act 2010.

³ The term 'OECD' refers to the Organisation for Economic Co-operation and Development.

Second policyholder/Trustee

Personal details

Title: Forename(s):

Surname:

Permanent residential address:

Postcode:

Alternative mailing address *(only complete if you would like Brooks Macdonald to correspond with you at a different address. All communications will be sent to the address given below):*

Postcode:

Nationality: Country of birth:

Second nationality
(if applicable):

Citizenship: Date of birth:

Daytime telephone number:

Mobile telephone number:

Contact email address:

I am happy to receive market related news and articles by email:

The below information is not required if the policy is written in trust.

Gender: Male Female

Marital status: Single Married Civil partnership

Widowed Divorced Separated

The below information is not required if the policy is written in trust.**Personal status**

You may have accumulated and will continue to accumulate wealth throughout your lifetime. In this section please confirm the following information in order to assist with the anti-money laundering verification in relation to the source of your wealth.

Employment status: Employed Self-employed Retired Not employed

 Student Partner/Director Other (*please specify*):

Previous occupation, if retired or not employed:

Name of employer/business/
self-employed trading name:

Job title/Occupation:

Estimated total annual income

Salary (*or equivalent, eg pension*): £

Other income (*please specify source*): £

Estimation of net worth
(*assets e.g. pension/property/investments
minus liabilities e.g. mortgages/loans*): £

Source of wealth

Please indicate the source(s) of your entire wealth including wealth outside the investment you are making with Brooks Macdonald (*tick all sources which apply as appropriate*):

Salary (or equivalent) over lifetime

Family inheritance
(*please specify circumstances*):

Sale of business or property
(*please specify circumstances*):

Other (*please explain the origins of
your wealth if not covered above*):

Second policyholder self-certification of tax residency

The below information is not required if the policy is written in trust. For policies that are written in trust, please fill in pages 30 to 36.

Tax regulations¹ require us to collect information about each investor's tax residency. In certain circumstances (including if we do not receive a valid self-certification from you), we may be obliged to share information about your account with HMRC, who may pass this on to other tax authorities in other jurisdictions. If you have any questions about your tax residency, please contact your tax adviser. Should any of the information provided change in the future, please ensure you advise us of the changes promptly.

Tax residency

Please indicate in the table below all countries in which you are resident for the purposes of that country's income tax and the associated Tax Identification Number (such as a National Insurance Number or a Social Security Number) that has been issued to you. If you are a US citizen, Green Card holder, or US resident you must also complete and return an IRS (Internal Revenue Service) W-9 form and include any additional tax residencies in the table below.

Full name:

Country/Countries of tax residency

Tax Identification Number/Social Security
Number/National Insurance Number

If you are not resident in any country for tax purposes, please tick here:

¹ The term 'Tax regulations' refers to regulations created to enable automatic exchange of information and include FATCA², various Agreements to improve International Tax Compliance entered into between the UK and its Crown Dependencies and its Overseas Territories and the OECD³ Common Reporting Standard for the Automatic Exchange of Financial Account Information.

² The term 'FATCA' refers to The Foreign Account Tax Compliance provisions contained in the US Hire Act 2010.

³ The term 'OECD' refers to the Organisation for Economic Co-operation and Development.

Third policyholder/Trustee

Personal details

Title: Forename(s):

Surname:

Permanent residential address:

Postcode:

Alternative mailing address (*only complete if you would like Brooks Macdonald to correspond with you at a different address. All communications will be sent to the address given below*):

Postcode:

Nationality: Country of birth:

Second nationality
(if applicable):

Citizenship: Date of birth:

Daytime telephone number:

Mobile telephone number:

Contact email address:

I am happy to receive market related news and articles by email:

The below information is not required if the policy is written in trust.

Gender: Male Female

Marital status: Single Married Civil partnership

Widowed Divorced Separated

The below information is not required if the policy is written in trust.

Personal status

You may have accumulated and will continue to accumulate wealth throughout your lifetime. In this section please confirm the following information in order to assist with the anti-money laundering verification in relation to the source of your wealth.

Employment status: Employed Self-employed Retired Not employed

 Student Partner/Director Other (*please specify*):

Previous occupation, if retired or not employed:

Name of employer/business/
self-employed trading name:

Job title/Occupation:

Estimated total annual income

Salary (*or equivalent, e.g. pension*): £

Other income (*please specify source*): £

Estimation of net worth
(*assets e.g. pension/property/investments
minus liabilities e.g. mortgages/loans*): £

Source of wealth

Please indicate the source(s) of your entire wealth including wealth outside the investment you are making with Brooks Macdonald (*tick all sources which apply as appropriate*):

Salary (or equivalent) over lifetime

Family inheritance
(*please specify circumstances*):

Sale of business or property
(*please specify circumstances*):

Other (*please explain the origins of
your wealth if not covered above*):

Third policyholder self-certification of tax residency

The below information is not required if the policy is written in trust. For policies that are written in trust, please fill in pages 30 to 36.

Tax regulations¹ require us to collect information about each investor's tax residency. In certain circumstances (including if we do not receive a valid self-certification from you), we may be obliged to share information about your account with HMRC, who may pass this on to other tax authorities in other jurisdictions. If you have any questions about your tax residency, please contact your tax adviser. Should any of the information provided change in the future, please ensure you advise us of the changes promptly.

Tax residency

Please indicate in the table below all countries in which you are resident for the purposes of that country's income tax and the associated Tax Identification Number (such as a National Insurance Number or a Social Security Number) that has been issued to you. If you are a US citizen, Green Card holder, or US resident you must also complete and return an IRS (Internal Revenue Service) W-9 form and include any additional tax residencies in the table below.

Full name:

Country/Countries of tax residency

Tax Identification Number/Social Security
Number/National Insurance Number

If you are not resident in any country for tax purposes, please tick here:

¹ The term 'Tax regulations' refers to regulations created to enable automatic exchange of information and include FATCA², various Agreements to improve International Tax Compliance entered into between the UK and its Crown Dependencies and its Overseas Territories and the OECD³ Common Reporting Standard for the Automatic Exchange of Financial Account Information.

² The term 'FATCA' refers to The Foreign Account Tax Compliance provisions contained in the US Hire Act 2010.

³ The term 'OECD' refers to the Organisation for Economic Co-operation and Development.

Fourth policyholder/Trustee

Personal details

Title: Forename(s):

Surname:

Permanent residential address:

Postcode:

Alternative mailing address *(only complete if you would like Brooks Macdonald to correspond with you at a different address. All communications will be sent to the address given below):*

Postcode:

Nationality: Country of birth:

Second nationality
(if applicable):

Citizenship: Date of birth:

Daytime telephone number:

Mobile telephone number:

Contact email address:

I am happy to receive market related news and articles by email:

The below information is not required if the policy is written in trust.

Gender: Male Female

Marital status: Single Married Civil partnership

Widowed Divorced Separated

Fourth policyholder/Trustee

The below information is not required if the policy is written in trust.

Personal status

You may have accumulated and will continue to accumulate wealth throughout your lifetime. In this section please confirm the following information in order to assist with the anti-money laundering verification in relation to the source of your wealth.

Employment status: Employed Self-employed Retired Not employed

 Student Partner/Director Other (*please specify*):

Previous occupation, if retired or not employed:

Name of employer/business/
self-employed trading name:

Job title/Occupation:

Estimated total annual income

Salary (*or equivalent, e.g. pension*): £

Other income (*please specify source*): £

Estimation of net worth

(*assets e.g. pension/property/investments
minus liabilities e.g. mortgages/loans*): £

Source of wealth

Please indicate the source(s) of your entire wealth including wealth outside the investment you are making with Brooks Macdonald (*tick all sources which apply as appropriate*):

Salary (or equivalent) over lifetime

Family inheritance

(*please specify circumstances*):

Sale of business or property

(*please specify circumstances*):

Other (*please explain the origins of
your wealth if not covered above*):

Fourth policyholder self-certification of tax residency

The below information is not required if the policy is written in trust. For policies that are written in trust, please fill in pages 30 to 36.

Tax regulations¹ require us to collect information about each investor's tax residency. In certain circumstances (including if we do not receive a valid self-certification from you), we may be obliged to share information about your account with HMRC, who may pass this on to other tax authorities in other jurisdictions. If you have any questions about your tax residency, please contact your tax adviser. Should any of the information provided change in the future, please ensure you advise us of the changes promptly.

Tax residency

Please indicate in the table below all countries in which you are resident for the purposes of that country's income tax and the associated Tax Identification Number (such as a National Insurance Number or a Social Security Number) that has been issued to you. If you are a US citizen, Green Card holder, or US resident you must also complete and return an IRS (Internal Revenue Service) W-9 form and include any additional tax residencies in the table below.

Full name:

Country/Countries of tax residency

Tax Identification Number/Social Security
Number/National Insurance Number

If you are not resident in any country for tax purposes, please tick here:

¹ The term 'Tax regulations' refers to regulations created to enable automatic exchange of information and include FATCA², various Agreements to improve International Tax Compliance entered into between the UK and its Crown Dependencies and its Overseas Territories and the OECD³ Common Reporting Standard for the Automatic Exchange of Financial Account Information.

² The term 'FATCA' refers to The Foreign Account Tax Compliance provisions contained in the US Hire Act 2010.

³ The term 'OECD' refers to the Organisation for Economic Co-operation and Development.

Beneficiaries entitled to capital from the Trust – only to be completed by Trust based schemes

Identification and verification

Brooks Macdonald is required to identify the beneficial owner(s) of a Trust. This means that we need to identify persons who are entitled to a vested interest in at **least 25%** of the capital of the Trust property and any individual who has control over the Trust.

Please describe the beneficial ownership and control structure of the Trust:

Please provide details of individuals entitled to a vested interest in at **least 25%** of the capital of the Trust property.

First beneficial owner

Title:

Forename(s):

Surname:

Permanent residential address:

Postcode:

Daytime telephone number:

Home telephone number:

Mobile telephone number:

Email address:

Date of birth:

Nationality:

Citizenship:

Country of birth:

Second beneficial owner

Title:

Forename(s):

Surname:

Permanent residential address:

Postcode:

Daytime telephone number:

Home telephone number:

Mobile telephone number:

Email address:

Date of birth:

Nationality:

Citizenship:

Country of birth:

Beneficiaries entitled to capital from the Trust – only to be completed by Trust based schemes

Third beneficial owner

Title:

Forename(s):

Surname:

Permanent residential address:

Postcode:

Daytime telephone number:

Home telephone number:

Mobile telephone number:

Email address:

Date of birth:

Nationality:

Citizenship:

Country of birth:

Fourth beneficial owner

Title:

Forename(s):

Surname:

Permanent residential address:

Postcode:

Daytime telephone number:

Home telephone number:

Mobile telephone number:

Email address:

Date of birth:

Nationality:

Citizenship:

Country of birth:

Financial information – only to be completed by Trust based schemes

This section is designed to assist with anti-money laundering verification.

Source of wealth

Please describe the origin of the Trust's assets, including the source of wealth of the settlor.

(Please note: A general statement such as "John Smith's investments" is not sufficient information):

Net asset value

Please provide an estimate of the Trust's net worth: £

Nature of activities

Please describe what the Trust was set up to achieve:

Investment profile

Your investment profile consists of your Investment Objective(s), your Risk Profile and your time horizon.

Your Professional Adviser will assess the Suitability of your investment requirements. This includes:

- helping you to determine your **investment profile**
- ensuring that you fully understand the **risks** of investments that we may purchase for you
- assessing whether you can afford to sustain potential **investment losses** consistent with the level of risk you have chosen

Our BPS provides a portfolio designed to meet your specific investment requirements. We will provide you with a detailed investment proposal that will set out the type of investment portfolio we will construct so that it is consistent with your investment requirements.

Where you wish to split your accounts across differing investment profiles, we will provide you with a BPS Additional Account form to confirm the different investment profile.

Where you have indicated that you wish us to manage your assets as part of a Combined Account it is important to understand that the investment profile you choose in this Application Pack will be applied to the Combined Account which will be managed as a whole. Your individual portfolio, when viewed in isolation may not meet the Combined Account's Investment Objectives, Risk Profile or time horizon.

Please refer to the Client Investing Guide for more information about choosing your investment profile.

Investment Objectives

Please tick **one** box below to indicate the outcome that you wish your portfolio to achieve:

Income

You want a new investment portfolio designed to produce a regular income. Growing the value of your portfolio is less important to you than achieving a steady income.

Growth

You want to grow the value of your investment portfolio over time. Producing a level of income is less important than increasing the value of your investment portfolio.

Income & Growth

You want your portfolio to produce a level of income and to increase in value over time.

If the investment is intended to meet a specific purpose such as the purchase of a house, school fees or medical costs, please provide details including the amount and the estimated date required:

The amount of income accumulated in the BPS Portfolio might not always be sufficient to cover the amount of a regular fixed payment. In these circumstances some or all of the regular fixed payment will be paid out of your invested capital. This will erode the total investment which may reduce future capital growth or income receipts.

Time horizon

The time horizon defines the period of time over which you wish us to invest.

Some investment types are more suitable if held for a period of years; a typical Brooks Macdonald portfolio is intended for clients who plan to invest for at least five years. It is therefore important for us to understand how long you intend to keep your investment portfolio.

Please note, for new accounts, if you have a time horizon of less than 3 years, then you will need to seek advice from a Professional Adviser who is authorised to give advice as none of the products and services offered by Brooks Macdonald will be suitable for your needs.

A number of different factors may be relevant in choosing your time horizon, including your overall financial situation and your retirement date. You should consider how likely it is that you will want to sell some of your portfolio in order to cover a particular financial commitment in the future.

Please indicate your time horizon below by ticking **one** box:

3 – 5 years

5 – 10 years

More than 10 years

This investment

Please give further details about the money you wish to invest.

	First policyholder	Second policyholder
Initial investment amount:	£	£
What percentage of your total assets does this represent?	%	%
Please indicate any additional money you intend to invest:	£	£
When will these funds be added?		

Understanding risk

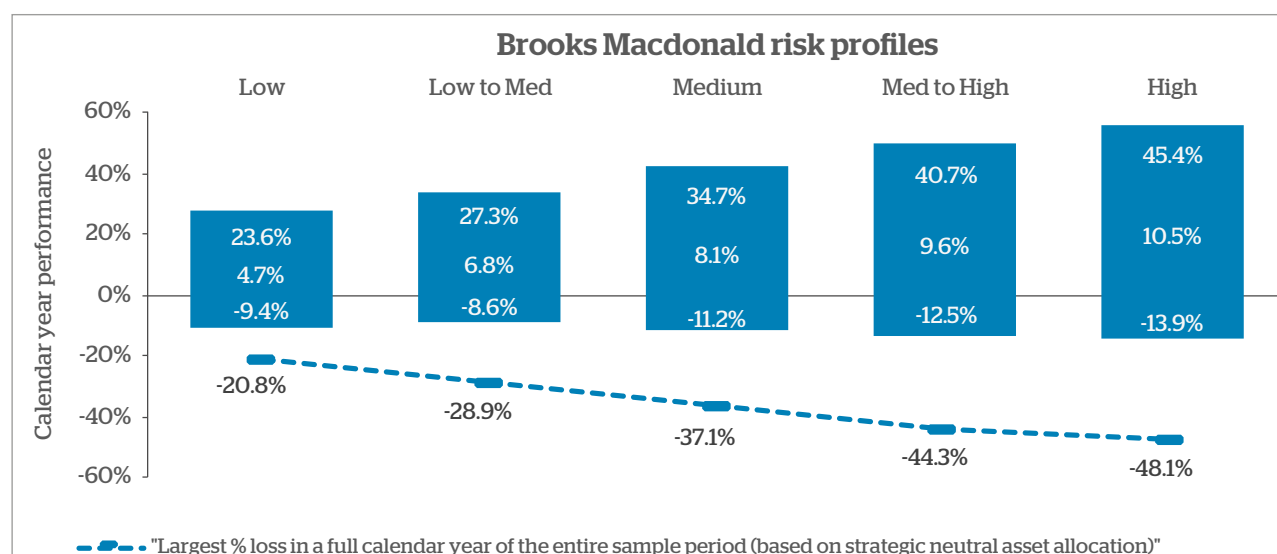
All investments involve a degree of risk. Investments which provide higher returns typically have higher risks. Taking more risks increases both the possibility that you might lose money and the amount of money that you might lose. You should never accept more risk than you are comfortable with.

To determine the level of risk you are prepared to accept you should consider your ability to absorb investment losses. Your Brooks Macdonald Investment Manager will help you to understand how your portfolio might be affected in difficult economic conditions.

Portfolios managed by Brooks Macdonald may include investments that are not able to be sold immediately for cash (these investments are known as illiquid). Owning illiquid investments may increase the risk in your portfolio. The higher the Risk Profile of any given portfolio, the greater the likelihood that it will contain some illiquid investments. The chart below is designed to help you choose your Risk Profile. The chart records the range of investment outcomes over a calendar year of the five Risk Profiles we offer.

We have used the Barclays Equity Gilt Study (an authoritative survey of annual investment returns going back to 1900) to estimate how each Risk Profile would have performed over each calendar year if the asset allocation was unchanged throughout the period 1900 to 2020. We excluded the most extreme annual investment gains and losses to avoid distorting the results. Please refer to the Client Investing Guide for more information as to how we calculated the results.

Calendar year returns from 1900 to 2020



The indicative returns shown above are all based on a portfolio designed to produce income and growth, aside from the Low Risk portfolio, which is an income-focused portfolio. The performance of a portfolio with different investment objectives will not be the same. Calculated returns are gross of fees.

The chart also records the average annual investment return for each risk profile using the full sample (with the most extreme results included). For a medium-risk portfolio, this would have been 8.1% per annum.

The chart provides only an estimate. Some types of investments are relatively new and did not exist throughout the period; as such, we have had to estimate their performance using investments that did exist that we consider similar.

The sole purpose of the chart is to help you to determine your risk profile. It is important to realise that the returns shown are not a record of our actual investment performance, while the figures do not provide a guarantee of future investment performance. Your investments might perform better than or worse than the figures shown.

Risk Profile

Please indicate the level of risk you have chosen to accept by ticking **one** appropriate box below.

Please refer to the 'Investment Profile' section of the Client Investing Guide for more information about the different types of investments that a Brooks Macdonald portfolio might own.

Please note, if you are a no risk investor, i.e. someone who is not prepared to risk losing any money, then you need to seek advice from a Professional Adviser who is authorised to give financial advice as none of the products and services offered by Brooks Macdonald will be suitable for your needs.

1. Low Risk

minimum 3-year time horizon

- you are a cautious investor seeking to protect your wealth
- you are more interested in avoiding losing money than in maximising potential investment gains
- you are prepared to tolerate small fluctuations in the value of the portfolio in order to achieve greater investment returns than a bank or building society deposit
- equity exposure is likely to range between 0-30%

2. Low/Medium Risk

minimum 5-year time horizon

- you are a conservative investor seeking to maintain your capital
- you are prepared to accept a lower investment return than equity markets over the longer term in exchange for trying to minimise potential losses
- you accept that the portfolio will be subject to fluctuations in value to achieve above inflation investment returns over the longer term
- equity exposure is likely to range between 30-55%

3. Medium Risk

minimum 5-year time horizon

- you aim to achieve a greater investment return from the portfolio
- you are prepared to own a significant proportion of higher risk investments in order to try to produce a higher investment return
- you are prepared to accept that the value of the portfolio may fluctuate significantly in order to achieve potentially greater investment returns over the longer term
- equity exposure is likely to range between 55-75%

4. Medium/High Risk

minimum 5-year time horizon

- you aim to achieve large investment gains
- you are prepared to own a very significant proportion of higher risk investments in order to try and achieve large investment gains. Most of your portfolio will be invested in risky investments
- you are willing (and can afford) to sustain significant investment losses over a prolonged period of time in order to achieve better long term investment returns
- equity exposure is likely to range between 75-95%

5. High Risk

minimum 5-year time horizon

- you aim to maximise your investment returns over the long term
- you are prepared to be fully invested in equities or other higher risk investments to achieve the highest possible investment returns
- you are willing to sustain and can afford substantial investment losses over a prolonged period of time

Investment profile confirmation

We will now ask that you re-confirm the investment profile selections that you have made on the previous pages.

The table below records the different possible investment profile outcomes, for Risk Profile, Investment Objectives and Time Horizon. Please tick **one** box in each column, checking that you have made the same selection for each element as before.

Please speak to your Professional Adviser if your investment profile is not available.

Risk Profile	Investment Objectives	Time Horizon
Low	Income	3 – 5 years
Low/Medium	Growth	5 – 10 years
Medium	Income & Growth	10 years+
Medium/High		
High		

Investment requirements

For our core investment service we utilise a guidance portfolio appropriate to your Risk Profile, the asset class composition of which is determined by our Asset Allocation Committee. Our Investment Managers use the guidance portfolios as a reference point for construction of your investment portfolio. In some instances, your portfolio investment requirements may fall outside the boundaries of our guidance portfolios, however Brooks Macdonald can construct and manage a fully bespoke portfolio especially designed to meet your requirements.

Please record below any specific investment requirements, such as asset classes you wish us to include or to avoid. We will not be able to accept any instructions that are unclear, imprecise, not compatible with your investment profile or that may impair our ability to manage your portfolio according to your investment profile.

In addition, your Professional Adviser will review these requirements to ensure your portfolio is suitable for you.

Your specific investment requirements:

Investment preferences (that do not relate to ethical investments)

Please describe any investments that you wish to avoid. This may be either because you are associated with the company or have a large position in a stock elsewhere. We will make our best efforts to avoid such investments, however we cannot guarantee that we will avoid any particular investment if we purchase collective investments for you.

Please complete our separate Responsible Investment Service Application Addendum if you are wanting to avoid certain sectors or businesses for ethical reasons.

Your specific investment preferences:

Operation of the account

Third party authority

In this section you can authorise another party to view your account(s) online and request information and valuation statements regarding the current value and performance of your account(s). Please note, the Professional Adviser and Offshore Bond provider will automatically be granted view access to your online account(s).

The Professional Adviser will also be able to receive information upon request regarding the current value and performance of your account(s) including valuation statements and tax packs.

Authority to another person

Name of other person with authority:

Relationship of other person with authority
(e.g. spouse, family member, solicitor, other):

Address:

Postcode:

Date of birth:

Telephone number:

Email address:

First policyholder: View access

Second policyholder: View access

We will require certified copies of two of the items below in order to verify the identity of the authorised person.

These documents should be included when returning this Application Pack to Brooks Macdonald. Please ensure at least one form of ID contains a photograph and a signature and one other states the third party address.

- driving licence (certified copy)
- passport (certified copy)
- national identity card (certified copy)
- a recent utility bill or bank statement (within the last three months)

Original bills and statements will be returned immediately. Where originals are unavailable Brooks Macdonald will require certified copies of original documentation. Please see page 5.

Valuation statements

Clients receive quarterly valuations. If you require an additional copy of the valuation statements please tick the box below and give the address to which they should be sent. Please be aware that such statements may also be sent direct to the provider by Brooks Macdonald.

Copy of the valuation statements

Please note, if details of the person named below change, it is your responsibility to let Brooks Macdonald know so we can amend the details we have on file.

Title:

Forename(s):

Surname:

Company

name

(if applicable):

Address:

Postcode:

Email address:

Circumstances on death

In the event of your death Brooks Macdonald will continue to manage your investments in line with your chosen investment profile until we receive further instructions from the Offshore Bond provider.

Fees and charges

Brooks Macdonald fees and charges

I/We confirm (**by ticking this box**) that I/we are in receipt of the Brooks Macdonald Fee Schedule, and my/our Investment Proposal, setting out the applicable initial and annual management charges.

Please do refer to this before ticking the below.

The annual management charge is an ongoing percentage of the total assets under management plus VAT. Please indicate below the annual management charge option that you have agreed for this service. Please choose only **one** box.

Option 1: Annual Management charge plus dealing

Option 2: Increased Annual Management charge with no additional dealing charges

Please note that where investments are held within an Offshore Bond we cannot facilitate the payment of Adviser charges to Professional Advisers.

Self-certification for Trusts

For the purposes of the Automatic Exchange of Financial Account Information

All Trusts must complete sections A, B, C, D and F and may also need to complete section E and/or the Annex.

Financial Institutions are required under UK law to review and collect details of accounts held by all Account holders and to report details about US persons and those who are tax resident outside the UK. Brooks Macdonald Asset Management has to ascertain whether there are any reportable US persons (Section C) or other reportable non-UK tax residents (Section E).

Please refer to the accompanying Explanatory Notes and Glossary and/or contact your tax adviser to help complete this form.

If the Trust is resident in the United States you must instead complete and return IRS (Internal Revenue Service) form W-9.

Section A: Trust information

Trust name:

Address:

Postcode:

Country:

Section B: Trust tax residency

Please indicate the country in which the Trust is resident for tax purposes and the relevant Tax Identification Number or Equivalent Tax Reference Number

Country of tax residency

Tax Identification Number (TIN)
or equivalent Tax Reference Number

Please tick if no TIN or
Tax Reference Number

If you ticked the 'No TIN' box, please explain below why you do not have a TIN:

Section C: Trust classification for the purposes of FATCA

Under FATCA, any non-US Trust will either be:

- a Financial Institution (FI), in which case only complete Section C.1(a) or C.1(b) below, or
- a Non-Financial Foreign Entity (NFFE/NFE)*, in which case only complete Section C.2 below

* For the rest of this form 'NFFE' will be referred to as 'NFE' (Non-Financial Entity), the term used in the CRS (see Section D below).

C.1 The Trust is a Financial Institution:

(a) please provide a Global Intermediary Identification Number (GIIN)

GIIN: | | | | | / | | | | | / | / | | |

Please confirm whether it is the GIIN of the Trust or of the Corporate Trustee FI/Sponsoring FI. In the case of a Corporate Trustee FI or Sponsoring FI, please provide the name of the Entity:

Trust
Corporate Trustee FI/Sponsoring FI Name of Corporate Trustee FI/Sponsoring FI

If you have completed Section C.1 (a) above please complete Section D, Section E if applicable and then proceed to Section F.

(b) If unable to provide a GIIN, please give a reason by ticking one of the boxes below:

- i) The Trust is or intends to be an ‘Owner-Documented FI’ with Brooks Macdonald Asset Management*
- ii) The Trust is a ‘Certified or otherwise Deemed Compliant FI’ (e.g. UK registered charitable Trust)
- iii) The Trust is an ‘Exempt Beneficial Owner’
- iv) The Trust is a ‘Non-Participating FI’
- v) other reason (*please specify*)

* Please note that Owner-Documented FIs are only allowed under FATCA and not under CRS.

If you have completed section C.1(b) above please complete Section D, Section E if applicable and then proceed to section F.

In addition, if you have indicated that the Trust is an ‘Owner-Documented FI’ please also complete the Annex.

C.2 The Trust is NOT a Financial Institution

If the Trust is not an FI, it will be considered to be an NFE. It can be an Active, Passive, Direct Reporting or Sponsored Direct Reporting NFE.

Please note that the concepts of a ‘Direct Reporting NFE’ and a ‘Sponsored Direct Reporting NFE’ are only applicable to FATCA and do not apply to the CRS.

If you are unsure of the status of the Trust, please contact your tax adviser.

- Active NFE** – please complete Section D and then proceed to Section F
- Passive NFE** – please complete Section D, Section E and then proceed to Section F
- Direct Reporting NFE** – please provide the NFE’s GIIN and complete Section D and then proceed to Section F
- Sponsored Direct Reporting NFE** – please provide the GIIN of the NFE’s Sponsoring Entity and complete Section D and then proceed to Section F

GIIN: | | | | | / | | | | | / | / | | |

Section D: Trust classification for the purpose of the common reporting standard (CRS)

Please tick one of the boxes below:

Managed Investment Entity – if you tick this box, please proceed to Section E if applicable and then proceed to Section F

Financial Institution (other than a Managed Investment Entity) – if you tick this box, please proceed to Section F

Non-Reporting Financial Institution – if you tick this box, please proceed to Section F

Active NFE – if you tick this box, please proceed to Section F

Passive NFE – if you tick this box, please proceed to Section E and then proceed to section F

Section E: Controlling persons self-declaration of tax residency

Please complete this section **only** if

- i. you have declared the Trust to be a ‘Passive NFE’ in Sections C or D, **or**
- ii. the Trust is a Managed Investment Entity tax resident in a jurisdiction that is not a Participating Jurisdiction (see Glossary)

Please could you list below each controlling person*, confirming ALL countries of tax residency and ALL Tax Identification Numbers for EACH controlling person. If a controlling person is a US citizen, US Green Card holder, or US resident, you must include United States in this table along with his/her US Tax Identification Number.

*A ‘controlling person’ is defined as a natural person who exercises control over an Entity. In the case of a Trust this will mean the Settlor, the Trustees, the Protector (if any), the Beneficiaries (where they are entitled to a vested interest in at least 25% of Trust property) and any other natural person exercising ultimate control over the Trust.

Full Name	Type of Controlling Person	Country of Tax Residency <i>(do not abbreviate)</i>	Permanent Residence Address <i>(including postcode and country)</i>	Tax Identification Number	Country of birth	Date of birth <i>(DD-MM-YY)</i>
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Please attach additional sheets if necessary.

Section F: Declarations (to be completed by all Trusts)

1. I declare that the information provided in this form is, to the best of my knowledge and belief, accurate and complete.
2. I undertake to advise Brooks Macdonald Asset Management promptly of any change in circumstances which causes the information contained herein to become incorrect or incomplete and to provide Brooks Macdonald Asset Management with an updated declaration within 30 days of such a change in circumstances.
3. I am aware that in certain circumstances Brooks Macdonald Asset Management will be obliged to share this information with UK tax authorities, who may pass it on to other tax authorities.

Trustee

Signature: Date:

Full name:

Trustee

Signature: Date:

Full name:

Annex

Please only complete if you are an Owner-Documented FI

Please note that the concept of ‘Owner-Documented FI’ is only applicable to FATCA and not to the CRS.

Section A: ‘Owner-Documented FI’ with Brooks Macdonald Asset Management

This section must be completed by any Trust that declares in Section C.1.b) (i) to be an FI and intends to be an ‘Owner-Documented FI’ with Brooks Macdonald Asset Management.

UK legislation based on international information exchange agreements provides that a Trust which qualifies as an ‘Owner-Documented FI’ will not have to register with the IRS nor obtain a GIIN.

Section A: Qualification for Owner-Documented FI status

In order to qualify as an Owner-Documented FI, the Trust must meet **all** of the conditions in Section A. To confirm that the Trust meets the requirements to qualify as an Owner-Documented FI please answer the following three questions by ticking either Yes or No:

- | | | |
|-----|----|---|
| Yes | No | 1. The Trust does not maintain a financial account for any Non-Participating Financial Institution i.e. a Non-Participating FI does not hold an equity interest or debt interest in the Trust. |
| Yes | No | 2. The Trust is not owned by, nor a member of, a group of Related Entities with any FI that is a depository, custodial or specified insurance company as defined in UK legislation. |
| Yes | No | 3. The Trust provides Brooks Macdonald Asset Management (i.e. the reporting entity) information regarding ALL persons – both natural and legal persons – that hold direct or indirect equity or debt interest in the Trust |

Information regarding equity and debt holders of the Trust is required in order to enable Brooks Macdonald Asset Management to determine whether it is obliged to submit certain information regarding the Trust account to UK tax authorities. The information required to be provided to Brooks Macdonald Asset Management applies to:

- all beneficial owners of all or a portion in the Trust
- all beneficiaries that are entitled to receive directly or indirectly a mandatory distribution from the Trust
- all beneficiaries that received a discretionary distribution from the Trust in the calendar year
- all settlors, Trustees and all persons exercising ultimate effective control over the Trust
- all persons that hold a direct or indirect debt interest in the Trust (including direct or indirect equity interests in a debt holder of the Trust)

Only where all responses to the questions in Section A are Yes will the Trust qualify for Owner-Documented FI status and you may proceed to Section B of this Annex. Otherwise please refer to your tax adviser for instruction.

Annex

Section B: Trust Owner Information

Please provide information regarding the Trust owners as required by Section A.3 of this Annex. Include all persons – both natural and legal persons – that hold direct or indirect equity or debt interest in the Trust as defined above. Indicate all countries of tax residence of each person and where such person is a US citizen, US Green Card holder, or US resident or US entity, you must include United States in this table along with his/her US Tax Identification Number.

Note that additional information may be required by Brooks Macdonald Asset Management and this may include appropriate documentation already obtained for UK regulatory purposes. Nevertheless Brooks Macdonald Asset Management may be obliged to request further documentation from you.

Please complete the table below.

Trust Owner Information: Direct/Indirect Owners

Please provide the following information for each direct and indirect owner that holds equity/debt interests in the Trust and indicate if the owner is an individual or an Entity.

Where an owner of the Trust is itself an Entity, the owners of that Entity are 'indirect' owners of the Trust. The identification of indirect owners must be made by looking through all direct and indirect owners who are themselves Entities.

Name of Owner	Are you an Individual/Entity?	Country of Tax Residency <i>(Do not abbreviate)</i>	Permanent Residence/Registered Address <i>(including postcode and country)</i>	Tax Identification Number	Country of birth/ Country of organisation	Date of birth Incorporation <i>(DD-MM-YY)</i>
	Individual					
	Entity					
	Individual					
	Entity					
	Individual					
	Entity					
	Individual					
	Entity					

Please attach additional sheets if necessary.

Annex

Section C: Declaration

1. I declare that the information provided in this form is, to the best of my knowledge and belief, accurate and complete.
2. I undertake to advise Brooks Macdonald promptly of any change in circumstances which causes the information contained herein to become incorrect or incomplete and to provide Brooks Macdonald with an updated declaration within 30 days of such a change in circumstances. **This includes in particular details of beneficiaries who receive a discretionary distribution in future and whose details have not yet been included in Section B: 'Trust Owner Information' above.**
3. I am aware that in certain circumstances Brooks Macdonald will be obliged to share this information with UK tax authorities, who may pass it on to the tax authorities of other countries.
4. I am aware that this Owner-Documented FI (ODFI) Agreement is only applicable to the reporting of US persons under FATCA regulations and therefore the Trust remains responsible for meeting any reporting obligations under the CRS regulations.

Trustee

Signature: Date:

Full name:

Trustee

Signature: Date:

Full name:

Declarations and authority

It is important that you understand the BPS, and the Terms and Conditions applicable to the BPS.

Therefore, please read these declarations and consents carefully. They are important and if inaccurate may affect Brooks Macdonald's ability to provide the Service requested or any Service at all.

I/We have received:

- Brooks Macdonald Terms and Conditions
- Client Investing Guide

I/We acknowledge that:

1. Brooks Macdonald is required to provide the BPS only on and subject to the Terms
2. Brooks Macdonald relies on the information provided in this Application Pack being full and accurate and failure to provide full and accurate information may adversely affect the ability of Brooks Macdonald to perform its Services and may mean that it could cease to provide Services (in whole or part)
3. when Brooks Macdonald is providing the BPS it is not acting as a Tax Adviser, Financial Planner or Pensions Adviser
4. where specific consents in relation to Instructions by Email or Electronic Communication have been given there are risks associated with such means of communication (see section 14.2 of the Terms)
5. there is a right to cancel or withdraw from the Terms in accordance with Section 14.8
6. all charges will be paid in accordance with the amounts detailed in your Investment Proposal
7. I agree to notify Brooks Macdonald immediately in the event that my/our tax residency changes
8. my/our Personal Data may be retained and/or processed in accordance with section 14.11 of the Terms

I/We consent to the following:

1. the Order Execution Policy has been provided as part of the Terms and Conditions and, in particular, to the explicit disclosure that orders may, in certain circumstances, not be executed through a regulated market, exchange or multilateral trading facility

Please check that all required boxes are completed before signing below.

First policyholder/Trustee

Signature:

Date:

Full name:

Second policyholder/Trustee

Signature:

Date:

Full name:

Declarations and authority

Third policyholder/Trustee

Signature:

Date:

Full name:

Fourth policyholder/Trustee

Signature:

Date:

Full name:

Offshore Bond provider

Signature:

Date:

Full name:

The Professional Adviser is required, as part of the legal agreement between Brooks Macdonald and the Professional Adviser to confirm the following:

- I have carried out anti-money laundering identification and verification to the standards required by the Money Laundering Regulations 2017
- I have been appointed by the client as their Professional Adviser
- I have carried out an assessment of the Suitability of the BPS for the client in accordance with applicable requirements
- I have discussed the BPS with the client and advised them based on their Investment Objectives and Risk Profile
- I have full and continuing authority from the client in respect of any instructions given by me in the context of my agreement with the client

Signature:

Date:

Adviser
name:

Adviser
firm:

FCA
reference
number:

Additional notes

Clients:

Office use only:

London Stock Exchange Plc
FAO: LEI Operations Department
4th Floor
10 Paternoster Square
London
EC4M 7LS
UK

Date _____

Dear Sirs,

Re: Authorisation to apply for Legal Entity Identifier (LEI)

The below named firm is authorised to apply for an LEI on our behalf. I understand the cost of the LEI will be a maximum of £70 plus VAT for the initial application. I agree and understand that the cost of this will be deducted from my Brooks Macdonald Account.

Requestor Firm name	Brooks Macdonald Asset Management
Requestor Firm address	21 Lombard Street, London EC3V 9AH
Requestor contact details	LEI Team LEI@brooksmacdonald.com

Regards

Name of Entity

Authorising Signature

Print name

Email:

Telephone number

Position within organisation:

Director Company Secretary Compliance Officer Treasurer

Other (please specify): _____

Fee Schedule



BROOKS MACDONALD

Fee Schedule

This document is referred to in Clause 14.9 of the Terms as the 'Fee Schedule'.

Our fees include charges for managing your investments, dealing charges and other administrative and regulatory charges. We offer different charging arrangements depending on your preference and the nature of your account. Our standard charges, and the charging options, are set out below.

The specific initial and annual management charges we have agreed with you are set out in your Investment Proposal and Welcome letter.

Brooks Macdonald fees

Initial charge:

The maximum that you can be charged is:

- 3% + VAT on all new funds invested into your portfolio

Management charges:

You can choose whether to select an annual management charge plus dealing arrangement (Option 1), or a higher annual management charge with no additional costs for dealing (Option 2).

Option 1: Charges applicable

Annual management charge

- Maximum charge: 1.5% + VAT

Execution only charge

- If you decide to have an execution only element to your portfolio the ongoing charge for this service will be a maximum 0.4% + VAT plus dealing

ISA charges

- 0.50% + VAT on the first £30,000
- 0.10% + VAT thereafter

ISA charges are calculated on a six monthly basis and taken against the value of your ISA portfolio at as at the end of June and December.

Dealing charges - purchases and sales

UK

- 1% on the first £10,000 (minimum £15 per trade)
- 0.15% from £10,001 to £250,000
- 0.11% thereafter

Overseas

- 1% on the first £10,000 (minimum £65 per trade)
- 0.15% thereafter

Our annual management charge is calculated quarterly and taken against the value of your portfolio at the end of March, June, September and December.

Suitability (see Clause 4.4 e)

An additional charge will apply if Brooks Macdonald is to carry out the Suitability Functions described in clause 4.4(e) of the Terms.

Option 2: Charges applicable

Annual management charge

- Maximum charge: 2% + VAT

Execution only charge

- Not available

ISA charges

- None

Dealing charges - purchases and sales

- None

Administration charges

Administration charges applicable to all accounts

- All transactions are subject to an administration charge where we hold your assets in nominee - £15 per transaction
- Transfer of holdings to another institution (by CREST, electronically or into a paper share certificate) - £25 per security + VAT
- Conversion of share classes requested before transfer to another institution - £25 per security + VAT*
- CHAPS payments - £10 per transaction
- Same day faster payments - £2.75 per transaction
- Historic valuation and Probate services – 0.2% of the value of the portfolio (minimum £100/maximum £250) + VAT

Lifetime ISA specific administration charges

- Withdrawal of funds for purchase of first house - £250 + VAT
- Other withdrawal of funds - £50 + VAT

*The availability of this is at the discretion of Brooks Macdonald and will only normally be offered where a sale would result in an adverse Capital Gains Tax (CGT) position for the client. Brooks Macdonald cannot offer guidance on the CGT impact of such transactions.

Professional Adviser fees

If you have a Professional Adviser, they may charge fees in addition to the fees charged by Brooks Macdonald. Your Professional Adviser's initial and ongoing fees will be set out in the Application Pack and Brooks Macdonald can, if instructed to do so, facilitate the payment of such fees from your portfolio. Any fees you pay to your Professional Adviser from your portfolio will appear in your valuation.

Regulatory fees

- Stamp duty: 0.5% payable on the purchase of UK shares (excluding certified shares on AIM and other recognised growth markets). Other rates may apply to shares listed outside the UK
- Panel of Takeovers and Mergers (PTM) levy: £1.00 on all transactions over £10,000, in shares of UK incorporated companies trading on a UK regulated market or multilateral trading facility
- Other charges may apply, depending on the country. Please ask for further details if required
- Legal Entity Identifier (LEI): £70 + VAT for a new LEI, maximum of £60 + VAT for a renewal of an existing LEI

Variations

Brooks Macdonald may change the Fee Schedule as set out in this document from time to time and will notify you of any changes with a reasonable period of notice of at least 30 days before they are applied. Brooks Macdonald will only make changes for good reasons, including, but not limited to:

- reflecting legitimate increases or reductions in the cost of providing a service to you
- providing for the introduction of new systems, services, changes in technology and products
- reflecting a change in applicable law or regulation

Interest Rates

We will publish our current rates of interest on our website at www.brooksmacdonald.com/cashrates. Alternatively, please contact your Investment Manager at any time for full details.