

# Decumulation Investment Service as part of our Bespoke Portfolio Service

Application Form for a Flexible Stocks &  
Shares Individual Savings Account (ISA)

Suitability Responsibility: Professional Adviser



BROOKS MACDONALD

## Flexible Stocks & Shares ISA application form

### Personal details

Full name:

Permanent residential address:

Postcode:

National insurance number:

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Date of birth:

### Subscribing to your Flexible ISA

I apply to subscribe for a Brooks Macdonald Asset Management Flexible Stocks & Shares ISA for the /  
tax year and each subsequent tax year until further notice.

Please subscribe the following into my Brooks Macdonald Asset Management Flexible Stocks & Shares ISA for the  
current tax year:

Maximum allowable ISA subscription for the current tax year (please tick here) OR £

Please subscribe the following into my Brooks Macdonald Asset Management Flexible ISA for subsequent tax years  
until instructed otherwise in writing:

Maximum allowable ISA subscription (please tick here) OR £

If you have completed the above section, you can subscribe in every subsequent tax year without the need to complete  
another ISA application form. If you do not wish to subscribe in a particular tax year, you should notify us of this in  
writing, and we will require you to complete a new ISA application form for the next tax year in which you choose to  
subscribe again.

## Flexible Stocks & Shares ISA application form

### Funding your Flexible ISA

I wish to fund my ISA:

From my existing portfolio

By cheque payable to 'BMAM Ltd re: Client name'

By electronic transfer\*

\*Electronic transfer of funds by CHAPs or Faster Payments are welcome, however, please do not send any funds to us until we have confirmed to you that your accounts are open and provided you with your account number. Your account number will need to be quoted on all electronic transfers to us. Funds or cheques sent to us before we have confirmed your account is open will need to be returned to you.

### All accumulated dividend income should be:

Either: Held on deposit/reinvested

Or paid out as follows:

all income **or** £

monthly

quarterly

semi-annually

annually

On which date of the month would you like this paid to the default bank account?

5th

20th

Date effective from:

Bank:

Sort code:

| - |

- |

Account name:

Account number:

| | | | | | | |

## Flexible Stocks & Shares ISA application form

### Discretionary management: Investment Objective and Risk Profile

Please note that this Flexible Stocks & Shares ISA will be managed in line with the Investment Objective and Risk Profile of your main Decumulation Investment Service (DIS), Long- and Short-Term Accounts. As such this form will be used to open two separate ISA accounts, one as a Short-Term Account and the other as a Long-Term Account.

### Declaration and authority

#### I declare that:

1. all subscriptions made, and to be made, are from my own funds
2. I am 18 years of age or over
3. I have not subscribed and will not subscribe more than the overall subscription limit in total to any combination of permitted ISAs in the same tax year
4. I have not subscribed, and will not subscribe, to another stocks & shares ISA in the same tax year that I subscribe to this Flexible stocks & shares ISA
5. I am resident in the United Kingdom for tax purposes or, if not resident, either perform duties which, by virtue of Section 28 of the Income Tax (Earnings & Pensions) Act 2003 (Crown employees serving overseas) are treated as being performed in the United Kingdom, or I am married to, or in a civil partnership with, a person who performs such duties. I will inform Brooks Macdonald Asset Management Limited if I cease to be so resident or to perform such duties or be married to, or in a civil partnership with, a person who performs such duties
6. The information given by me on this form is true and correct to the best of my knowledge and belief, and I shall inform Brooks Macdonald Asset Management Limited immediately if my circumstances affecting this investment change
7. I will be the beneficial owner of shares held in my account

#### I authorise Brooks Macdonald Asset Management Limited:

1. to hold my cash subscription, ISA investments, interest, dividends and any other rights or proceeds in respect of those investments and any other cash
2. to make on my behalf any claims to relief from tax in respect of ISA investments
3. to make withdrawals from the plan, comprising ISA investments, interest, dividends, rights or other proceeds or any cash, and transfer them to me

I hereby agree to the above declaration and authority.

Your attention is drawn to the Brooks Macdonald Asset Management Limited Client Agreement and Guide to Flexible ISAs upon which we intend to rely. For your own benefit and protection you should read the terms of the Client Agreement carefully before signing the declaration below. If you do not understand any point please ask for further information.

Signature:

Date:

Full name:

# Guide to Flexible Individual Savings Accounts (ISAs)

## What is an ISA?

A tax efficient account for your savings/investments.

## What are the ISA Limits for 2023/24?

Each individual over the age of 18 may invest up to a total of £20,000 in the tax year which if you are aged over 40 can be split into any proportion between the three different ISA types: Stocks and Shares, Innovative Finance and Cash. For those aged between 18 and 40 the £20,000 can be split between four different types of ISA: Stocks and Shares, Innovative Finance, Cash and the Lifetime (LISA) account. However, please note the maximum investment into a LISA is £4,000. By way of an example for a qualifying LISA investor if you have invested £15,000 into a Stocks and Shares ISA, £4,000 into a LISA, you may subscribe up to a further £1,000 in total into one or a combination of the three remaining options.

## What is the difference between the four types of ISA?

A Cash ISA can only hold cash. A Stocks and Shares ISA is designed to be invested in qualifying investments but may also hold cash. A LISA can hold cash and be invested in the same assets as a Stocks and Shares ISA. An Innovative Finance ISA is designed to invest in specific Peer to Peer (P2P) lending activities.

## May I have all my eligible ISA types with the same Plan Manager in 2023/24?

Yes, provided the manager concerned offers all 3 options for those over the age of 40 and the 4th for those under 40.

## Which ISAs do Brooks Macdonald offer?

Brooks Macdonald only offers a Stocks and Shares ISA and the LISA.

## May I have more than one Plan Manager in the 2023/24 tax year?

Yes, if you are aged over 40 you may have a maximum of three (one for each type of ISA). If you are under 40 and, additionally, invest in a LISA this rises to four.

## What happens if I inadvertently exceed the annual allowance of £20,000?

You will be advised by HMRC (the Government body tasked with the regulation of ISAs) if you have oversubscribed. One of your ISA Managers may be asked to return the oversubscription to you.

## What tax benefits are there for an ISA?

Profits made on investments held within a stocks & shares ISA are free of capital gains tax and income tax deducted from certain types of investment can be reclaimed by your ISA manager. Interest arising on cash in a Cash and a Stocks and Shares ISA is free of income tax.

## Do I have to declare any ISA dividends etc. on my tax return?

Investors do not have to report income from an ISA to HMRC.

## Can an ISA be held in joint names?

No, an ISA is just for the individual named on the application form.

## What is Flexible about my Brooks Macdonald Stocks and Shares ISA?

You have the opportunity to 'replace' the value of any funds withdrawn from your Stocks and Shares ISA in a given tax year, subject to your payment not exceeding the amount of your available subscription and the sum withdrawn. Please note any withdrawal from a LISA is likely to be subject to a Government penalty and therefore ineligible for 'flexibility'.

## Death of an ISA Investor

Brooks Macdonald, as ISA Plan Manager, will convert the Stocks and Shares ISA into a 'Continuing ISA' upon receipt of confirmation of death of the investor, unless otherwise instructed by the Executors of the deceased estate.

The 'Continuing ISA' confers the same benefits as a Stocks and Shares ISA so all dividends, interest and capital gains arising will continue to be free of tax for a period of 3 years from the date of death. If the 'Continuing ISA' is still in existence at the end of this period, all ISA benefits will cease.

# Guide to Flexible Individual Savings Accounts (ISAs)

## Additional Permitted Subscription (APS Allowance)

This is offered by Brooks Macdonald as an ISA plan manager. It is available where the ISA investor dies and is survived by a spouse or civil partner who meet certain conditions and irrespective of whether the assets are bequeathed to them under the terms of the deceased's will. The APS allowance is equivalent to the value of the deceased ISA holder's account at the date of their death, when instructions are received from the Executors authorising the distribution of the estate assets, whichever is higher. This has no impact on the annual ISA allowance of the beneficiary. Where the value of the assets at distribution is lower, the spouse/civil partner is able to 'top up' the APS subscription from their own

**Please contact your Brooks Macdonald investment manager for further information on APS.**

resources to the value at the date of death. The assets may be taken in cash/in-specie or a combination of both. Where the assets are not inherited by the spouse/civil partner they may subscribe up to the higher of the two values from their own resources.

## Important Information

Investors should be aware that the price of your investments and the income from them can go down as well as up and that neither is guaranteed. Tax treatment depends on your individual circumstances and may be subject to change in the future. The information in this document does not constitute advice or a recommendation and you should not make any investment decisions on the basis of it.