

Cash Account Withdrawal Instruction



This form can be used for setting up one-off and regular withdrawals from your Cofunds Cash Account. All regular withdrawal proceeds will be paid into your nominated bank account.

You can only have one regular withdrawal for your Cofunds Cash Account at any given time.

Please complete this Application Form using black ink in BLOCK CAPITALS and return to: **Cofunds Limited, PO Box 1103, Chelmsford CM99 2XY**

1 Intermediary Details (For Intermediary use only)

You will require a Cofunds authorisation code before being able to transact business. If you do not include this we will not be able to process this application.

Cofunds Intermediary Authorisation Code	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Marketing Code	<input type="text"/>
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1A. CONFIRMATION OF VERIFICATION OF BANK ACCOUNT DETAILS

I/We confirm that:

The sort code, bank account number and account name within the nominated bank account section was obtained and verified by me/us in relation to the customer(s) below.

1B. INTERMEDIARY CONFIRMATION

Full name of Regulated Firm	Signed	Date
FSA Ref No.	Name	
	Position	

2 Personal/Company Details

First named 'Primary' Holder's details. Joint holders should complete Section 3 below. Please complete this section in full.

Existing Cofunds Client Reference	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Account Reference	A <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
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Designation (if applicable)	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
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Mr/Mrs/Ms/Miss/Other
Surname
Full First Name(s)
or Company Name
<input type="text"/>

3 Joint Holders (All joint holders MUST complete this section)

Please include the full name and address of each holder. All correspondence will be sent to the 'Primary' Holder.

Second named holder

Mr/Mrs/Ms/Miss/Other
Surname
Full First Name(s)

Third named holder

Mr/Mrs/Ms/Miss/Other
Surname
Full First Name(s)

Fourth named holder

Mr/Mrs/Ms/Miss/Other
Surname
Full First Name(s)

4 Nominated Bank Account

Complete this section if you have not provided us with your nominated bank account details. If you are an existing customer, only complete this section if you would like to change your nominated bank account details. Any change to your nominated bank account will not be applied to your regular monthly investments.

You can only have one nominated bank account at any given time.

Name of Account Holder	Branch Sort Code
Bank or Building Society Name and Address	<input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/>
Postcode	Bank/Building Society Account Number
	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	Building Society Roll Number
	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

5 One-off withdrawal Details

Please indicate the amount of your one-off withdrawal. Please allow up to 5 business days from when we receive the completed instruction for it to be deposited into your nominated bank account. If you would like to set up regular withdrawals, please see Section 5 below.

Amount

6 Regular Withdrawal Details

6A. REGULAR WITHDRAWAL PLAN

Use this section to set up a regular withdrawal plan from your Cofunds Cash Account. On the calculation date of the relevant month, monies must be available in your Cofunds Cash Account for your regular withdrawal. If monies are not available, Cofunds will effect a sale of units from your investments. Cofunds are unable to accept instructions for regular withdrawals of less than £25.00 per account. Please refer to the Your Guide to Investing with Cofunds for more information.

Tick one of the boxes below to set up your regular withdrawal plan and preferred start date. Your instruction must be received at Cofunds by the 25th of the month preceding your nominated start date. Payments will be deducted from your cash account on or around the 20th of the relevant month and will be made available in your nominated bank account within 5 business days.

Monthly

Quarterly

Half-Yearly

Annually

Amount

£

Start date

/

6B. SELL DOWN OPTIONS

On the 5th business day of the month, Cofunds will calculate whether you have enough monies in your Cash Account to cover any related payments due to go out that month.

If the calculation shows that you will not have enough monies in your Cash Account to meet the required payments, on the 9th business day of the month we will sell enough units from your investments to raise the required amount. However, in some instances, including but not limited to when unusually large numbers of instructions are received, the sale may be placed on the subsequent business day at the next available Valuation Pricing Time.

Please select from one of the following two options (this section must be completed if you are setting up a regular withdrawal plan). If you are linked to a model portfolio we will sell from your investment within that product according to the model portfolio process. For more information, please refer to the Terms and Conditions of the Cofunds Platform and Your Guide to Investing with Cofunds including the Key Features. Please also see the Sale for Regular Payment Instruction form (<http://www.cofunds.co.uk/docs/SRPInstruction.pdf>) for details of how this process works. Please speak to your adviser for more information.

Option 1 – Largest Value Fund

For option 1, you can choose a sale from your largest value funds from your ISA holdings (including any former ISA or PEP products) AND/OR from investment funds. Please tick the relevant box:

ISA

Investment Funds

Both

Option 2 – Nominated Fund

For option 2, you can nominate a fund from which units are to be sold from either your ISA (including any former ISA or PEP products) AND OR from investment funds.

If, at the time of the calculation, we cannot raise enough to meet the payments from your nominated fund (or your nominated fund is not available for trading at that time), we will check to see if the required amount can be raised from your largest value fund. Please tick the relevant box and nominate a fund.

ISA

Investment Funds

Both

Fund Manager and Fund Name

Percentage of Regular Withdrawal

100 %

To apply this sell down mandate automatically across all platform accounts where you are the primary holder, including joint holdings, select the relevant options below. For joint holdings, all holders must provide authority for this mandate to apply.

If you have selected ISA only, a master account mandate cannot be applied.

Make this the master account mandate for all future platform accounts, where you are the primary holder

Copy this mandate to all existing platform accounts (this option is not available where there are no other accounts)

7 Authorisation (All joint holders MUST sign this form)

If applying for regular withdrawals, I/we have read and understood the Key Features of the Cofunds Platform and Terms and Conditions of the Cofunds Platform and agree to be bound by the terms within. My/Our signed authorisation below, Key Features and Terms constitutes my agreement with Cofunds.

I/We authorise Cofunds to make payments, and sell investments where required in accordance with the above instructions. I/We understand that the chosen level of withdrawals may not be sustainable if investment returns are poor and that if a high level of income is taken my investment capital may be eroded.

Primary Holder Signature Date

Third Holder Signature Date

Capacity (if applicable)

Capacity (if applicable)

Second Holder Signature Date

Fourth Holder Signature Date

Capacity (if applicable)

Capacity (if applicable)

Issued and approved by Cofunds Limited.
Authorised and regulated by the Financial Services Authority.
Registered Office: First Floor, 1 Minster Court, Mincing Lane, London EC3R 7AA.
Registered in England and Wales No. 3965289.

CA21 10/08