

SMITH & WILLIAMSON FUND ADMINISTRATION LIMITED

SMITH & WILLIAMSON CHARITY VALUE AND INCOME FUND

IF YOU HAVE ANY QUERIES PLEASE CONTACT SMITH & WILLIAMSON FUND ADMINISTRATION LIMITED ON 0141 222 1151.
APPLICATIONS CAN BE FAXED ON 020 7131 8261 WITH THE ORIGINAL TO FOLLOW IN THE POST

REGISTRATION DETAILS

BLOCK CAPITALS

Name		Registered Charity Number	
Address		Signature	Date
		Name	
	Postcode	Signature	Date
Contact Name		Name	
Contact Number			

If you are an existing unit holder please provide your plan number.

Designation

PAYMENT

Please make your cheque payable to **Smith & Williamson Fund Administration Limited** and return it with this application form to 206 St Vincent Street, Glasgow G2 5SG.

Or telegraphic transfers can be made to the following account.

Branch: Sort Code 15-10-00 Royal Bank of Scotland – City Office

Account number: 17487062 Account name: Smith & Williamson Fund Administration Limited

INCOME PAYMENTS

Please indicate how you wish to have the income paid:

DIRECT TO BANK/BUILDING SOCIETY – please give payment details

Bank or Building Society

Branch Title

Account Name

Account Number

Sort Code - -

RE-INVESTMENT

CONTINUED OVERLEAF

REDEMPTION PROCEEDS

Please provide bank details for where you wish redemption proceeds to be paid. If details are the same as the above please tick this box:

Bank or Building Society	<input type="text"/>
Branch Title	<input type="text"/>
Account Name	<input type="text"/>
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"/>
Sort Code	<input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/>

VERIFICATION

Please provide an authorised signatory list for the charity for which the investment will be registered. This must be certified by at least one of the authorised signatories included in that list and accompanied by adequate identification documentation. If you have any queries at to what information to provide for verification purposes, please call the Transfer Agency Team on 0141 222 1150.

Signature – APPLICANT 1	Date
Signature – APPLICANT 2	Date
Signature – APPLICANT 3	Date
Signature – APPLICANT 4	Date

DATA PROTECTION

We shall record any information (including, where appropriate, personal data as defined in the Data Protection Act 1998) which we receive about you and your investments (whether in relation to this fund or any other) in physical and electronic form and will organise and process such information as we think appropriate in connection with the administration of your investments.

We may: (i) disclose your information where under a legal or regulatory obligation to do so; (ii) use your information for marketing, research and statistical analysis purposes; and (iii) disclose your information to third party entities which provide us with administrative support and technological back up services.

We may disclose your information to third party promoters of this fund only (but not to any other third parties) for marketing, research, statistical analysis and administration purposes.

If you would prefer us not to disclose your information to such third parties, please tick this box.

Where we hold personal data, you are in many cases entitled to a description of the personal data which we hold about you. We may charge a small fee for providing such information.

CONTINUED OVERLEAF

COMPLAINTS

Complaints Procedure

We have in place an internal complaints-handling procedure and in the event of dissatisfaction you should address any complaint, in the first instance, to our Head of Legal at our registered office. A copy of our complaints-handling procedure is available on request.

Financial Ombudsman Service

In the event that we are unable to resolve your complaint to your satisfaction, you may have the right to complain directly to the Financial Ombudsman Service, which is an independent service set up by law to resolve disputes between consumers and financial institutions. If you are an individual acting for purposes outside your trade, business, craft or profession, you may have the right to complain directly to the Financial Ombudsman Service, more information on this scheme is available from us on request. The contact details of the Financial Ombudsman Service are as follows:

The Financial Ombudsman Service
Exchange Tower
London E14 9SR
Tel: 020 7964 1000
Website: www.financial-ombudsman.org.uk

INVESTMENT

Please indicate the amount you wish to invest in the fund. (Please note the minimum initial investment for each share class)

SHARE CLASS	AMOUNT TO INVEST	MINIMUM INITIAL INVESTMENT	SHARE CLASS	AMOUNT TO INVEST	MINIMUM INITIAL INVESTMENT
Income Units (GB00B1YJPL53)	£	£1,000	Accumulation Units (GB00B1YKHZ62)	£	£1,000