



JHAY0647

Application Guide

This form should be used to confirm any regular buy instructions into the Investment Centre investments through your eSIPP.

Please complete this form in BLOCK CAPITALS and black ink.

Once completed, this Application Form may be either:

- (1) Posted to: Trading Team, James Hay, Dunn's House, St Paul's Road, Salisbury, SP2 7BF, or
- (2) Faxed to the Trading Team on 01722 715279.

If you require any assistance, please call James Hay helpline number on 0845 850 4455.

1 Personal Details

Applicant to complete

Full client name

Financial Adviser company name

SIPP number

Contact name

Contact telephone number

2 Investment Options

2a Frequency

Applicant to complete

Please confirm the frequency of the regular investments:

- Monthly Quarterly
 Half yearly Annually

James Hay will arrange for the investment to be made as soon as is practicable, bearing in mind any constraints or limits imposed by the Fund Managers. This will normally be on or around a set date each month, the date being chosen at James Hay's discretion.

2b Funds Ranges

Applicant to complete

Our Investment Centre has two fund ranges:

- Collect Funds – available to all clients
- Select Funds – are only available if you have appointed a Financial Adviser

You should always consult your Financial Adviser before making any investment decisions.

For more details of the funds and remuneration options available if you are investing in Select and/or Collect Funds through your eSIPP, please refer to the Select Funds List and the Collect Funds List at www.jameshay.co.uk

3 Buying Investments

3a Source of Funds

Applicant to complete

Please provide details of the source of funds you wish to make the investment

eSIPP bank account

Amount only

£

Other source of funds – please provide details

PLEASE NOTE: If source of funds is not the eSIPP bank account, this may delay your investment being made.

3b Investment Centre Funds (Select and Collect Funds)

Applicant to complete

If you wish to set up regular investments in the Investment Centre please complete this section.

Please provide full details on the type of composite panels:

Select or Collect?	Fund provider	Fund name	Sedol code ^(a)	Accumulation/Income ^(b) (please state A or I)	Gross investment amount (£) ^(c)	Initial remuneration % ^(d)	Recurring remuneration % ^(e)
Total amount to be invested					£		

(a) The Sedol code can be found on SIPP Select and Collect Funds lists, available at www.jameshay.co.uk

(b) If no preference has been made to share/unit class, we will automatically request Accumulation shares/units are purchased. If Income shares/units are required, we will request the monies to be paid to the SIPP.

(c) The minimum regular investment into each fund is £250.

(d) The maximum initial remuneration is 3%.

(e) The maximum recurring remuneration is 0.5% for Select Funds. Please refer to the Collect Funds List for more details of the recurring remuneration options available for Collect Funds as this varies by fund. If a client has already invested in Select or Collect Funds, any future investment into these funds must be on the same recurring remuneration basis.

I confirm the instructions in Section 3.

If I am investing in Select and/or Collect Funds I confirm I have read and understood the terms and conditions relating to the operation of the Select and Collect Funds as set out in the Select Funds Terms and Conditions and the Collect Funds Terms and Conditions.

These instructions supercede any existing regular investments being made from this SIPP, with effect from the next regular investment period.

Either: Client

Signature

Date

Or: Financial Adviser (on behalf of the client)

Signature

Date

Special terms (if any):

James Hay is able to provide literature in alternative formats. The formats available are: Large Print (as recommended by RNIB), Braille, Audio Tape and PC Disk. If you would like to receive this document in an alternative format please contact us on 0845 850 4455. For the hard of hearing and / or speech impaired, please use the Tynetalk service via 18001 0845 850 4455.

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