

## DISCRETIONARY MANAGED ACCOUNT: PERSONAL REGISTRATION AND FACTFIND

### IDENTITY REQUIREMENTS

Before we can establish an account, we are required under applicable Money Laundering Regulations to verify your identity. Accordingly, you will need to provide satisfactory proof of identity, proof of your residential address, and evidence of your nominated bank account. Depending on the nature of the account we may require additional documentation and will undertake supplementary electronic identification and verification checks as part of our due diligence procedures. **Postal and email applications will require two proofs of identity.**

#### Proof of identity

- Current passport
- Current photocard driving license
- HMRC tax notification
- DWP pension/benefit statement
- Court sealed Grant of Probate

#### Proof of address

- Proof of identity document with address (if not already used as proof of identity)
- Current council tax bill
- Recent mortgage or credit card statement (within last 3 months)
- Recent utility bill (not mobile phone) (within last 3 months)

#### Nominated bank account

- Recent bank statement (within last 3 months)

### ALL SECTIONS OF THIS FORM MUST BE COMPLETED

#### Section 1: Personal details

		Applicant 1	Applicant 2 (if joint account)
Title			
Forename(s)			
Surname			
Address and postcode			
Telephone	Home		
	Work		
	Mobile		
Email address			
National Insurance number			
Date of birth			
Place and Country of birth	City/Town		City/Town
	Country		Country
Nationality/Dual Nationality			
Marital status			
Financial dependents (age and relationship)			

## Section 2: Income, tax and legal

	Applicant 1				Applicant 2 (if joint account)			
Are you employed / self-employed / retired / other?								
What is your occupation or profession? (former if retired)								
Is work the main source of your regular income?	Yes		No		Yes		No	
Employment income	£							
Guaranteed pension income (final salary/state)	£							
Other pension income (SIPP/ Personal Pension)	£				£			
Property rental income	£				£			
Other income (investment income)	£				£			
Annual gross income	£				£			

If applicable, at what age do you plan to retire?								
Are you making regular pension contributions?	Yes		No		Yes		No	

What is your tax status?	Non		Basic		Non		Basic	
	Higher		Additional		Higher		Additional	
Are you a resident for tax purposes anywhere other than the UK?	Yes		No		Yes		No	
If 'Yes' where?								
Are you a US citizen?	Yes		No		Yes		No	

Have you granted legal power of representation or other legal authority over your affairs?	Yes		No		Yes		No	
Which type of Power of Attorney?	EPA		LPA		EPA		LPA	
Do you wish us to share information about your account with someone else?	Yes		No		Yes		No	
Do you wish to give dealing authority to someone else?	Yes		No		Yes		No	
Do you wish to give Decision Making authority to someone else?	Yes		No		Yes		No	

**We will require documentary evidence and formal identification of any attorneys, representatives or decision makers for the account. Please enter this information in Section 8.**

### Section 3: Your assets, liabilities and expenditure

So that we may understand the importance of your Farley & Thompson investments in the context of your overall wealth please answer the following:

<b>Property assets</b>	Applicant 1	Applicant 2 (if joint account)
Value of your main property	£	£
Main property outstanding mortgage	£	£
Value of other property(ies)	£	£
Other outstanding mortgage(s)	£	£
Total net value	£	£

<b>Investments and Savings</b>	Applicant 1				Applicant 2 (if joint account)			
Do you have an accessible cash reserve? (typically 3-6 months essential expenditure)	Yes		No		Yes		No	
Cash Deposits incl. Cash ISAs	£				£			
NS&I products	£				£			
Share portfolio including Stocks & Shares ISAs	£				£			
Other assets	£				£			

<b>Pension assets</b>	Applicant 1	Applicant 2 (if joint account)
SIPP/Personal Pension	£	£

<b>Other Liabilities</b>	Applicant 1	Applicant 2 (if joint account)
Overdraft/loans/credit card	£	£
Other unsecured debt/liabilities	£	£

Total net worth	£	£
-----------------	---	---

<b>Income versus Expenditure</b>	Applicant 1				Applicant 2 (if joint account)			
What is your average monthly income after tax?	£				£			
What is your average non-discretionary monthly spend (mortgage, utilities, vehicle, food)?	£				£			
What is your average discretionary monthly spend (holidays, clothes)?	£				£			
Do your outgoings exceed your income?	Yes		No		Yes		No	

## Section 4: Your account and objectives

I/We wish to open a:  Nominee account  ISA I/We wish to have a:  Segregated CREST account

I/We wish to invest in:  Equity Service  Funds Service

I/We wish to invest for:

- Capital Growth**  
(your main objective is growth in the value of your capital; you have no requirement for income)
- Balanced Growth**  
(your main objective is capital appreciation, income is a secondary consideration)
- Balanced Income**  
(you require a flow of dividend income or interest as well as growth of capital over the longer term)
- Cautious Income**  
(you require an immediate regular income combined with a desire to preserve capital)

Please indicate the origin of the funding for this account e.g. personal savings, inheritance, sale of property, pension fund.

How much are you looking to invest and what is the long term purpose of this investment?

Do you rely on this capital for your day to day living standards? Yes  No

If yes, to what extent?

For how long are you intending to invest?

Are there any milestone dates?

Do you feel strongly about social or environmental issues and do you have any investment exclusions to be taken into account?

Do you wish to have an income paid to you?

Nominee: Yes  No (*reinvest*)  ISA: Yes  No (*reinvest*)   
 If yes, how frequently? Quarterly  Half yearly  Other   
*(please give details below)*

Is your income requirement likely to:

Increase  Decrease  Stay the same  N/A

### Online Portal access

Would you like to register for our online valuation service? Yes  No

*(if yes, you will be asked to complete an online access form)*

## Section 5: Your bank details

Name of bank																		
Address and postcode																		
Telephone																		
Sort code			-			-			Account number									
Account name																		

## Section 6: Your attitude to risk and Farley & Thompson risk descriptions

There are inherent risks associated with investing. In certain circumstances both capital and income can fall. It is important that you give serious consideration to the level of risk you are willing to take and the level of loss that you could tolerate before it has an impact on your standard of living, especially if you are reliant on the income generated from your investments. Your adviser will help you assess and discuss your capacity for loss.

Which phrase best describes your attitude to risk?

Attitude to risk		Applicant 1 Please tick	Applicant 2 Please tick
Lower risk (risk averse)	I am/We are very cautious and completely risk averse and do not want to take any risk with my/our capital.		
	I am/We are naturally cautious and do not like taking risks. I am/We are concerned about the security of my/our capital but understand the need to protect it from the effects of inflation.		
Medium risk (risk tolerant)	I am/We are neither overly cautious nor a natural risk taker(s). I am/we are concerned about extreme volatility and seek a balance between safety and investment growth potential.		
	I am/We are not a cautious investor(s) but neither do I/we take unnecessary risks. I am/We are seeking a balance between conservative and higher returns and accept the associated short term drops in value that may result from some investments.		
Higher risk (risk taker)	I am/We are comfortable with risk to maximise my/our potential for returns. I am/We are seeking investment growth and I am/we are prepared to accept that some losses may result from investing in more speculative investments.		
	I am/We are comfortable with significant risk to maximise my/our potential for returns. I am/We are seeking investment growth and I am/we are prepared to accept complete losses that may result from investing in the most speculative investments.		

Alternatively, this is what risk means to me/us in my/our own words:

Attitude to risk	Farley & Thompson description and investment types	Applicant 1 Please tick	Applicant 2 Please tick
Very Low risk	Investments include cash accounts, NS&I, money market funds and short-dated UK sovereign debt (gilts). <b>We do not offer a Very Low risk discretionary mandate.</b>	N/A	N/A
Low Medium to Medium risk	Investments may include the asset classes of fixed interest, equities and alternative investments, and to a lesser extent liquidity (cash), according to specified ratios. Approximately half of the underlying investments will be in fixed interest securities including Sovereign debt (gilts), investment grade corporate bonds, sterling and strategic bond funds and gilt funds. The rest will be split across equity, thematic and alternative assets including multi asset, fund of funds and other broadly-based UK and global equity-based collectives. These investments are likely to produce a predictable income but will not offer much prospect for capital growth. Values will fluctuate and the absolute value of the investments can fall as well as rise and it is possible to lose some of what you invest for the prospect of modest growth and this may lead to a fall in value below the original investment amount. <b>This mandate is unlikely to include direct equities unless requested, inherited, or transferred in.</b>	CI	CI
Medium risk	Investments may include the asset classes of fixed interest, equities and alternative investments, and to a lesser extent liquidity (cash), according to specified ratios. The portfolio will maintain an appreciable level of fixed interest securities including Sovereign debt (gilts), investment grade corporate bonds, sterling and strategic bond funds together with more volatile UK and global equity-based investments, thematic and alternative assets such as infrastructure, hedge funds, commodities and property. These investments combined have the potential for both income generation and capital growth. Values will fluctuate and the absolute value of the investments can fall as well as rise and it is possible to lose some of what you invest for the prospect of better growth and this may lead to a fall in value below the original investment amount.	BI	BI
Upper Medium risk	Investments may include the asset classes of fixed interest, equities and alternative investments, and to a lesser extent liquidity (cash), according to specified ratios. The portfolio will contain some fixed interest securities including Sovereign debt (gilts), investment grade corporate bonds, sterling and strategic bond funds but will have a more significant emphasis towards UK and global equity-based investments as well as thematic and alternative assets such as infrastructure, hedge funds, commodities and property. These investments combined have the potential for generating capital growth with some income. Values will fluctuate and the absolute value of the investments can fall as well as rise and it is possible to lose some of what you invest for the prospect of greater growth and this may lead to a fall in value below the original investment amount.	BG CG (Fd)	BG CG (Fd)
Upper Medium to High risk	Investments may include the asset classes of fixed interest, equities and alternative investments, and to a lesser extent liquidity (cash), according to specified ratios. The portfolio will have a substantial UK and global equity-based element as well as thematic and alternative assets such as infrastructure, hedge funds, commodities and property. At any time the allocation to fixed interest could be nil. These investments combined have the potential for capital growth with limited prospects for income. Values will fluctuate and could be subject to extreme volatility and there is a real risk of loss of capital but this is balanced with the prospect of greater growth and this may lead to a fall in value below the original investment amount.	CG (Eq)	CG (Eq)
High risk	Investments include the most speculative asset classes such as futures and options, other derivatives or geared investments, Enterprise Investment Schemes (EIS) and Venture Capital Trusts (VCTs) as well as the requirement to invest exclusively in the equity of smaller capitalised companies, AIM shares, or unquoted securities. These investments have the potential for capital growth with limited or no prospects for income. Values will be subject to extreme volatility and there is a very high risk of capital losses and this may lead to a fall in value below the original investment amount.	AIM	AIM

## Section 7: Your knowledge and experience

How would you best describe your level of investment knowledge and experience?

	<b>Farley &amp; Thompson definition</b>	<i>Applicant 1 Please tick</i>	<i>Applicant 2 Please tick</i>
Novice investor(s).	Your investments and savings to date have been limited to a narrow range of assets e.g. cash deposits and NS&I. You have a basic knowledge of financial products and instruments and a basic understanding of the relationship between risk and returns but no previous direct experience or knowledge of the stockmarket or of the main asset types such as equities, bonds and collective investment schemes.		
Inexperienced investor(s).	You may have an existing portfolio but have little personal involvement or interest. Your knowledge and experience of investments such as equities, bonds and collective investment schemes is basic but you do have an understanding of the relationship between risk and returns.		
Moderately experienced investor(s).	You have previously invested in various asset types and you have a broad understanding of the main asset classes such as equities, bonds and collective investment schemes and a good understanding of the relationship between risk and returns.		
Experienced investor(s).	You are experienced at looking after your own or another's investments and have a good level of investment knowledge. You may have previously worked in the financial sector. You understand the relationship between risk and returns and the general risk profiles of the various asset classes and financial products.		

Please indicate your history of investing in the following:

<b>Applicant 1</b>	No experience	1 - 4 years	5 - 10 years	10+ years
Cash Deposits				
NS&I				
Shares				
Collective investments (OEICs, ETFs, UCITs, ITs)				
Bonds, Fixed Interest				
Warrants, Derivatives, VCTS, Hedge Funds				

<b>Applicant 2</b>	No experience	1 - 4 years	5 - 10 years	10+ years
Cash Deposits				
NS&I				
Shares				
Collective investments (OEICs, ETFs, UCITs, ITs)				
Bonds, Fixed Interest				
Warrants, Derivatives, VCTS, Hedge Funds				

### Section 8: Any other information

Is there any other personal or financial information you wish us to take account of, including other professional advisers, and details of any representatives? (If you require more space please continue overleaf)

### CLIENT DECLARATION

I/We confirm that the information I/we have provided is to the best of my/our knowledge correct. I/We have provided this information understanding that it will be used to form the basis of investment advice and recommendations made to me/us and that I am/we are not under any obligation to take up any recommendations made. I/We will inform you of any changes in personal circumstances including address, nationality or residency for tax purposes.

Signed:		Print Name:		Date:	
Signed:		Print Name:		Date:	

FOR INTERNAL USE ONLY

Partner:	App <input type="checkbox"/>	ID <input type="checkbox"/>	T&C's <input type="checkbox"/>	Segregated <input type="checkbox"/>
Entered by:	Date:	Bank A/C & Diary <input type="checkbox"/>	Iress <input type="checkbox"/>	
Checked by:	Date:	Valuation & Fees /	ACT! <input type="checkbox"/>	

Registered address: Pine Grange, Bath Road, Bournemouth BH1 2NU