

#### Administrator, Registrar and Transfer Agent

Northern Trust Global Services SE 10, rue du Château d'Eau 2<sup>nd</sup> Floor L-3364 Luxembourg Grand Duchy of Luxembourg

Investor AML & Registration Team:
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Email: <u>sh-nt-account-opening@ntrseurope.com</u>

Dealing Team:

Telephone: +352 44 10 10 64 04 Facsimile: +352 44 10 10 64 17/64 18

Email: <u>sh-ubsfsl-transferagent@ubs.com</u>

#### 1. IMPORTANT INFORMATION

SHARES IN THE COMPANY MAY NOT BE SOLD OR OTHERWISE TRANSFERRED TO, OR BE HELD BY, US PERSONS.

Please ensure that you have read and understood the latest full prospectus of the Fund and the relevant Key Investor Information Document (KIID) of the fund(s) into which you are investing.

If you have any questions regarding the completion of this Form, please contact NORTHERN TRUST GLOBAL SERVICES SE, Investor AML & Registration team (the "Administrator") at the number set out above.

Please complete this Form and return it by email to the Investor AML & Registration team to the email address set out above.

Please complete this form in BLOCK CAPITALS.



#### 2. ACCOUNT HOLDER DETAILS

### 2.a. Account Holder Type Account Holder Name Accountdesignation **Business Activity** Company register number \_\_\_\_\_ Tax Identification number (if applicable) Date of Trust Agreement (For Trusts) Country of Incorporation \_\_\_\_\_ Choose your account type and complete the information for that section ☐ Listed Companies ☐ Nominee / Omnibus account ☐ Charities / Club and Associations ☐ Unlisted Companies, Unlimited Partnerships, Unincorporated business ☐ Foundations Regulated Banks or Financial Institutions ☐ Unregulated Banks or Financial Institutions ☐ State owned Pension Schemes / Benefit Plans / Investment Funds ☐ Entities ☐ Trust and Trustee Other Entity Type: Is this a publicly traded company? ☐Yes If yes, please provide Ticker Symbol □No □Yes Is this a registered company? If yes, please provide register number\_\_\_\_\_ Пνο □Yes Is this a regulated entity? If yes, please indicate full name of regulator\_\_\_\_\_ □No Do you act on your own behalf and for your own account and not on behalf of any third party?

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if no, please complete Section 2.f.

□Yes

□No



#### 2.b. REGISTERED ADDRESS FOR THE ACCOUNT HOLDER

Address Line1	
Address Line2	
City	Province/Region/County/State
Country	Post Code/Zip Code
Telephone	Fax
E-Mail	
Full Name of Contact Person	
2.c. MAILING ADDRESS (if o	different from above Registered Address)
Address Line1	
Address Line2	
City	_Province/Region/County/State
Country	_Post Code/Zip Code
Telephone	Fax
E-Mail	
Full Name of Contact Person	
	R SHAREHOLDER NOTICES ( <u>Preferred mode is e-mail</u> . Leave blank in that cas ement for the use of email').
Address Line1	
Address Line2	
City	Province/Region/County/State
Country	Post Code/Zip Code
Telephone	Fax
E-Mail	
Full Name of Contact Person	



### 2.e. SOURCE OF FUNDS AND SOURCE OF WEALTH (see appendix 2)

#### A. Source of Funds:

According to the CSSF Circular 17/661 means the origin of the funds involved in a business relationship or occasional transaction. It includes:

- the means through which the customer's funds were transferred as well as
- ii) the activity that generated the funds used in the business relationship

Please note that no third party payment is accepted.

	Please note that no third party payment is accepted.		
	(i) Please indicate the origin/source of funds invested/to be invested:		
	☐ Same as Bank Account to which Redemption/Dividend proceeds should be paid. ☐ Different to Bank Account to which Redemption/Dividend proceeds should be paid and details have been/will be provided separately.  Note. Documentary evidence of the information provided here may be required (i.e. Bank statement).		
	(ii) Please indicate the activity that generated the funds yo box(es):	ou are investing by ticking the applicable	
	☐ Salary or bonus	☐ Profit from sale of business	
	☐ Profit from sale of investment	☐ Client's money	
	☐ Investment income (e.g. dividends, interest)	$\square$ Profit from sale of property	
	☐ Employee Pension Contributions	☐ Savings	
	$\square$ Inheritance or gift	☐ Loan	
	☐ Others (please specify):		
	Note. Documentary evidence of the information provided here may be r	required	
В.	. Source of Wealth:		
	According to the CSSF Circular 17/661, means the origin of the customer's total wealth.		
	(i) Please provide details on how your overall wealth was accumulated:		
	Note. Documentary evidence of the information provided here may be r	equired	
	(ii) To be completed only by corporate investors which are <u>not</u> regulated Financial/Credit institutions:		
	Total balance sheet / Total assets of the last 3 years:		
	Profit and losses of the last 3 years:		



#### 2f. INFORMATION ON THE UNDERLYING CLIENT

If you are acting on behalf of a 3rd party please also complete the following:

	Name of Underlying client		
	Address		
	Country		
	There is/are no underlying investor(s) owning more than 25 %* of the shares or units of this register account through us. In this case, the Ultimate Beneficial Owner(s) to be considered is/are the one(s) provided for our entity in the Due Di I i ge not Questionnaire under 'Identification of Ultimate Beneficial Owners'.		
	There is/are one or more underlying investor(s) owning more than 25 %* of the shares or units of this register account through us whose details are provided in the table hereunder.  *Please note that in some cases a threshold of 10 % may apply		
Ī	First Name		
ĺ	Last Name		
İ	Date of Birth		
ĺ	Place of Birth		
ĺ	Nationality		
ĺ	Residential Address		
	National identification		
	number (Where appropriate)		
ľ	Profession		
	Percentage of Ownership		
		the state of the state of the state of	

☐ We commit to communicate any subsequent change of Ultimate Beneficial Ownership to Northern Trust without any delay.

- Individuals granted control through shareholders agreements;
- Individuals with the ability to de facto control the customer;
- Individuals that sign orders or initiate transactions, or regularly intervene otherwise in the relationship without the need to exercise for example official/formal representative functions of the company;
- Individuals having the exclusive right to exercise the power to appoint or dismiss a majority of the members of the administrative, management or supervisory body of the legal person which determines the financial and business policy;
- Individuals responsible for essential managerial decisions;
- Individuals having the right to use all or part of the assets of a legal person;
- Former shareholder or management member exercising a significant influence on the legal entity;
- Personal relationships with the customer, for example family members,
- Individuals possessing a significant minority interest whereas the other shareholders have significantly lower participations;
- Individuals having the right to determine the financial and business policy of the customer on the basis of a domination agreement with the party directly involved or on the basis of a provision in the statutes of the party directly involved;
- With regards to special purpose vehicles, the indirect party bearing the majority of risks and opportunities of the party directly involved to achieve a narrowly and precisely defined objective of the parent company.

<sup>3</sup> It should be stressed that this constitutes an express fall back or default option which allows identification of the senior managing official as the ultimate beneficial owner, being an individual who has knowledge of and sufficient connection to the legal person. In principle, the management as such does not exercise effective control because it acts in the interest of and represents the owners or persons controlling the company. Do not straight away designate merely their senior managing official as ultimate beneficial owner. Where a collegial or jointly responsible body is in charge, more than one senior managing official can be designated as UBO.

<sup>&</sup>lt;sup>1</sup> Law of 12 November 2004 on the fight against money laundering and terrorist financing (amended): <a href="http://www.cssf.lu/fileadmin/files/Lois reglements/Legislation/Lois/L 121104 AML upd100818 eng.pdf">http://www.cssf.lu/fileadmin/files/Lois reglements/Legislation/Lois/L 121104 AML upd100818 eng.pdf</a>

<sup>&</sup>lt;sup>2</sup>In determining the natural person(s) effectively controlling the customer which is not an individual (i.e. a legal entity or legal arrangement), the following factors may be useful to consider, always on a case by case basis:



### 3. AGREEMENT TYPES WITH UBS

Please complete below section only in case you are investing in UBS (Lux) Funds.					
Does the account holder have an agreement with UBS for UBS funds?			□ No		
If 'No', does the underlying clie	nt, named above have	e an agreement wi	th UBS?	☐ Yes ☐	] No
Type of agreement:					
Distribution / Cooperation Agre	ement		Date:		
NAV Agreement			Date:		
Investment / Portfolio Managen	nent Agreement		Date:		
Subscription Agreement			Date:		
Rebate Agreement			Date:		
Q share class Authorization Ple	ase				
tick the corresponding box:					
(i) Financial intermediary	that invests on thei	rown account;			
(ii) Financial intermediary	/ that receives no dis	tributionfee in ac	cordance with	h regulatory	requirement;
☐ (iii) Financial intermediar investment fund in question, i					are available in th
Other (pleasespecify):					
Name and contactdetails of UBS CRM / contact person:					
4. ORDER PLACE	MENT & REPOR	TING			
4.a. Order Placement (ONLY 0	<b>)NE</b> media choice p	ossible <b>either swi</b> f	ft or E-Fund Se	ervices or fa	x or Calastone).
Swift XML ISO 20022  BIC MFEXSESS	XXX	FETALULLDI	S		
SWIFT DN o=mfexs	ess,o=swift	cn=dis,ou=f	unds,o=feta	alull,o=sw	vift
☐ Swift FIN ISO 15022 (for ex	cisting relationships of	only)			



☐ E-Fund Services (WEB Application)¹				
□ Fax				
☐ Order through Calastone* via Swift XM	L			
BIC		<u>,</u>		
Customer SWIFT DN				
Please note that this trading method is only available for investors who have their own agreement with Calastone. NT will not bear any cost of the Calastone trading should there be an error while placing the trade ria Calastone platform.				
Online Services / E-Fund Services agree	ement to be filled out (for	m will be provided upon request).		
4.b. Orders placed by:				
☐ Account Holder				
DOA (Nome of DOA):				
POA (Name of POA):				
In case of a POA, please complete	the table(s) below with t	he details of the POA.		
Full Legal Name				
Legal Form				
Address of the registered office and	d. if different. a			
principal place of business	2) dc. c() d			
Where appropriate, registered num	 nber			
Executive and non-executive direct		Please provide a list of all directors and complete		
exercising similar positions (for the legal arrangements).		the table hereunder for each director who is or will be acting on the account (if applicable).		
First Name	<u></u>			
Last Name	<del>                                     </del>			
Date of Birth	+			
Place of Birth	+			
Nationality	<del> </del>			
Residential Address	<del> </del>			
National identification number				
Are there any third-party natural p  Yes No  If the above answer is YES, please of First Name  Last Name  Date of Birth  Place of Birth  Nationality  Residential Address				
National identification number	1			
(Where appropriate)				



Fund Services or E-mail or fax).	action commina	tions (ONLY ONE	media choice possible (	either via Swift of E-
☐ Reporting by Swift FIN	BIC Code _			
☐ Reporting by Swift XML	BIC Code _			
	Customer Swift	: DN		
☐ Reporting by fax				
Fax number 1				
Entity Name and contact person				
Fax number 2	-			
Entity Name and contact person				
Fax number 3				
Entity Name and contact person				
☐ Reporting by UBS On line Ser	vices / E-Fund S	ervices <sup>1</sup> Existing	user Id	
4.d. Statements (ONLY ONE med	lia choice possi	ble <b>either via swift</b>	or E-Fund Services or E	E-mail orfax).
☐ Reporting by Swift MT 535	☐ Monthly	☐ Daily	☐ BIC Co	de
☐ Reporting by Swift MT 536	☐ Monthly	☐ Daily	□ BIC Co	de Same as above
Oth er SW IFT typ es required:	☐ MT544	□ МТ546□	MT566 BIC Code Same	as above
☐ MT548 for transfers instructed	d via MT540/542	as well as transfer	cancellations	
☐ Reporting by fax				
Fax number 1				
Entity Name and contact person				
Fax number 2				
Entity Name and contact person				
Fax number 3				
Entity Name and contact person				



Kindly fill the below section if correspondence is to be sent via e-mail.		
<sup>1</sup> UBS Online Services / E-Fund Services agreement to be filled out (form will be provided upon request)		
4. e. Reporting currency:(this does not apply to swift reporting)		
Reporting by UBS On line Services / E-Fund Services <sup>1</sup> Existing user ID		

# Agreement for the use of E-mail for business correspondence with Northern Trust Global Services SE

The account holder wishes to make use of electronic mail ("e-mail") transmissions for **business correspondence relating to their assets** placed with Northern Trust Global Services SE (hereafter NTGS SE). The account holder recognizes that the specific and general provisions set out hereafter are binding to him.

#### General provisions and place of jurisdiction

The account holder acknowledges the considerable risks they may incur with the use of the e-mail system, such as interception of message, incomplete transmission, interruption of transmission non -identifiable abuse by unauthorized third parties, etc. In addition, the account holder is aware that banking secrecy cannot be ensured with e-mail. The account holder shall bear any risk and damages they have incurred as a result of transmission on sviae - mail.

In particular, NTGS SE shall not be responsible and shall not be deemed to have violated the confidentiality obligations vis-à-vis the account holder in case where a third party has access to the information relating to the relationship of NTGS SE with the account holder or information relating to the account holder or their account so r transactions through the use of e-mail. The account holder expressly waives any liability if info rmati on reg arding themselves, their accounts, or their relationship with NTGS SE would become available to third parties through the use of the means of communication provided for herein.

NTGS SE shall not be able to guarantee that the use of e-mail shall be available at all time. It is up to the account holder to check regularly whether their e-mail transmissions have been received and if not to in form NTG S SE in which case NTGS SE shall take reasonable measures to dispatch documents by other means of communication.

#### List of eligible e-mail(s)

NTGS SE is allowed to use, for business correspondence relating to account holder assets, only the e-mail(s) indicated in the below list, which may be subject to update.

#### Applicable law and place of jurisdiction

All legal relationship between the account holder and NTGS SE shall be governed by the laws of Luxembourg. The place of performance of all obligations as well as the exclusive place of jurisdiction for any disputes shall be Luxembourg.



### <u>List ofeligible e-mail addresse(s)</u> (Up to 3 emails can be provided).

Email address:	Entity name (for each email address, please include the entity name to which the email belongs for every line you complete):
Notice to Shareholders (Only sent to the Accou	unt Holder)
1	
2	
3	
Contract Notes (Subscriptions – Redemptions	-Switches)
1	
2	
3	
Contract Notes (Free of Payment Transfers)	
1	
2	
3	
Cash Dividend Contract notes	
1	
2	
3	
Corporate Actions	
1	
2	
3	
Account Statements	
1	
2	



#### 5. BANKING SSI

Payment type MT103 or MT202 or MT103 cover MT202 to be mentioned on the SSI.  Please tick the appropriate box(es) below.
☐ MT103: direct payment order to the beneficiary's bank that results in the beneficiary's account being credited the specific funding amount.
$\square$ MT202: bank-to-bank transfer order that instructs funds movement in alignment with the MT103 messages.
☐ MT103 cover MT202: direct payment order to the beneficiary's bank with a cover bank to bank
Please note that all correspondence regarding change of payment instructions have to be sent to the following email address: <a href="mailto:sh-nt-account-opening@ntrseurope.com">sh-nt-account-opening@ntrseurope.com</a> .
Northern Trust Global Services SE cannot be held responsible for costs charged in the event AML & Registration team has not been informed.

#### 6. DIVIDEND TYPE

**CASH** is the only dividend option that is applicable.

### 7. DOCUMENTS AND INFORMATION REQUIRED IN ORDER TO COMPLY WITH MONEY LAUNDERING REGULATIONS

Pursuant to the applicable laws and regulations relating to the prevention of money laundering and the financing of terrorism, the Fund and/or the Administrator must identify the applicant and the economic origin of the funds to be invested. Such laws and regulations require subscribers to declare to the Fund and/or the Administrator their identity and the identity of any Beneficial Owners of the subscription (as defined below). The Fund and/or the Admin is trator are required to establish controls to determine the identity of subscribers and Beneficial Owners (and any persons on whose behalf they are acting).

In addition to the Application Form, further documentation may be requested in order to comply with any legal and regulatory requirements.

Shares/units will only be issued once the Fund and/or the Administrator have received a duly completed App I ic ati on Form, in the required format, and Authorized Signatory List, together with cleared subscription monies and any required identification documents. Should a subscriber fail to provide the requested documents or information, the subscription monies or any required identification documents in a form acceptable to the Fund, the processing of the application may be delayed or rejected.

#### **Anti-Money Laundering.**

(a) In General. The Applicant acknowledges that due to anti-money laundering requirements operating in the Grand Duchy of Luxembourg, and to the fact that the Fund must comply with such requirements, in particular, with the provisions of the law of 12 November 2004 as amended and the CSSF regulation 12-02 relating to the fight against money laundering and against financing of terrorism, the Fund or its agents may require further identification to the Administrator of the Applicant, the Beneficial Owner of the subscription and the economic origin of subscription funds before this Application can be processed, subscription monies accepted, or a redemption request can be processed. The Fund and its agents shall be held harmless and indemnified against any loss arising as a result of a failure to process this Application or a redemption application if such information has been required by the parties referred to and has not been satisfactorily provided by the Applicant. The Applicant represents that all subscription playments transferred to the Fund originated directly from a bank account in the name of the Applicant. If the Applicant is applying on behalf of a Beneficial Owner, pursuant to Paragraph 8.1 (b) below, then the Applicant represents that all subscription payments transferred to the Applicant with respect to such Beneficial Owner originated directly from a bank account in the name of such Beneficial Owner. The Applicant represents and warrants that accept an ceby the Fund of this Application, together with acceptance of the appropriate remittance, will not breach or circumvent any applicable rules and regulations designed to prevent money laundering and the financing of terrorism. Specifically, the Applicant represents and warrants that all evidence of identity is genuine and all related information furnished and to be furnished is accurate. Further, the Applicant represents and warrants that it has a policy in place designed to



identify clients who are or have been politically exposed persons, categorize them according to risk and ensure enhanced due diligence and monitoring are conducted where appropriate.

- (b) **Beneficial Ownership.** The Applicant represents that it does not have the intention or obligation to sell, distribute or transfer the shares, directly or indirectly, to any other person or entity or to any nominee account. If the Applicant is (i) acting as trustee, agent, custodian, representative or nominee for another person or entity, or (ii) an entity (oth er than a publicly-traded company listed on an organized exchange) or a subsidiary or a pension fund of such a company based in a FATF jurisdiction investing on behalf of underlying investors (the persons, entities and underlying investors referred to in (i) and (ii) being referred to collectively as the "Beneficial Owners"), the Applicant represents and warrants that:
- (i) The Applicant understands and acknowledges that the representations, warranties and agreements are made by Applicant (x) with respect to Applicant and (y) with respect to each of the Beneficial Owners;
- (ii) The Applicant has all requisite power and authority from each of the Beneficial Owners to execute this Application;
- (iii) The Applicant has established the identity of all Beneficial Owners, holds evidence of such identities and will make such information and documentation available to the Transfer Agent together with the Application Form.

#### 8. DECLARATIONS AND AUTHORITY

The Applicant(s) acknowledge(s) that the details set out above are true and correct and the investment in the Fund(s) reflects its/his/her/their wishes accurately.

The Applicant(s) hereby undertakes to inform Northern Trust Global Services SE of any change in the details s et o ut above.

The Applicant(s) acknowledge(s) that this application is made on the basis of and subject to the current Prospectus of the Fund, a copy of which was offered, received, read and understood by me/us, and to the provisions of the Instrument of Incorporation of the Company. The Applicant represents and warrants that he complies with the provisions of the sales prospectus or offering documents of the relevant Fund, as the case may be, in plantic ull arrange regards his eligibility as investor in the Fund, its articles of incorporation or management regulations, as the case may be, any applicable laws and regulations as well as any other rules and provisions to which he is subject (e.g. any contractual obligations).

The Applicant(s) declare(s) that I am not/none of us is a United States Person and I am not/none of us is acquiring shares for the account or benefit of any United States Person or with a view to their offer, sale, transfer or delivery, directly or indirectly, in the United States or to or for the benefit of any United States Person (as such a term is defined in the Prospectus).

The Applicant(s) understand(s) that income received and redemptions paid will only be made to the registered shareholders(s).

The Applicant(s) accept(s) that no third party payments will be made.

The Applicant(s) engages to cooperate with Northem Trust Global Services SE in all matters related to his (their) investment in the funds administered by it, in particular to provide Northem Trust Global Services SE with all information and documentation which might be required by Northem Trust Global Services SE to fulfill its d utiles and obligations in its capacity as central administrator of the funds (e.g. anti-money laundering requirements).

#### Tax information

The Applicant(s) acknowledge(s) that it/he/she/they has/have obtained their own independent advice on the tax ati on consequences of investing in the Fund and that The Applicant(s) have not received any tax or legal advice regard ing investment in the Company from the Fund or the Administrator and that this investment is the result of its/his/her/their own decision.

The Applicant(s) agree(s) that if it/he/she/they is/are subject to tax in another country or jurisdiction (or the Fund or its agents have reason to believe or are required to resume that this may be the case), the Fund and its agents may be required by legislation, regulation or by agreement with tax authorities of that country to report on an ongoing bas is certain information about you and your accounts and assets you hold with the Fund and its agents on an individual or aggregated basis to a relevant tax authority which then pass that information to the tax authorities where you are subject to tax or directly to the tax authorities in that country. The Fund and/or its may also have to report information about your direct and indirect shareholders or other owners or interest holders and, if you are a trust, your



beneficiaries, settlors or trustees.

If the Fund or its agents are required to report information about you, this would include (but is not limited to) information about you, your accounts and assets, for example your account number(s), the amounts of payments including interest paid or credited to the account(s), the account balance(s) or asset values, your name, address and country of residence and your social security number/taxpayer identification number or similar (if applicable). You may need to provide us with further information, if requested, about your identity and status.

#### Investors who acquire one or more of the following characteristics need to provide us with a US tax form:

- > An investor who is a US person
- An investor with any US indications, such as a US address or US telephone number
- A company or trust
- An investor having the intention to invest directly in US securities

We recommend you seek advice from your own Tax adviser as to which is the most appropriate US Tax form for you to complete.

In certain circumstances the information which you provide on your US tax form may mean that further documentation will be required.

Copies of the US tax forms can be found on the IRS website:

#### http://www.irs.gov/pub/irs-pdf/fw8ben.pdf

or

http://www.irs.gov/pub/irs-pdf/fw9.pdf

#### Allocation of risk

The Applicant(s) acknowledge(s) that it/he/she/they is/are prepared and able to assume in particular the risks as described in the Fund Prospectus.

The Applicant(s) indemnify(ies) the Fund against any loss arising to it as a result of, or in connection with, any breach by him/them of these declarations.

#### **Data protection declarations**

Where your details are provided to the Fund as a consequence of your investment in the Fund, then the Fund, acting as a data controller may itself (or through a third party such as Northern Trust Global Services SE (the "Administrator") acting in its capacity as the Fund administrator) process your personal information on or that of your directors, officers, employees and/or beneficial owners. When processing your personal information, there may also be times where the Administrator will act as a data controller. In connection with this, please note the following:

#### Purposes of Processing and Legal basis for processing

Your personal data may be processed by the Fund or the Administrator (or any of their affiliates, agents, emp Io y ees, delegates or sub-contractors) for the following purposes:

- to facilitate the opening of your account with the Fund, the management and administration of your holdings
  in the Fund and any related account on an on -going basis (the "Services") which are necessary for the
  performance of your contract with the Fund, including without limitation the processing of redemption,
  conversion, transfer and additional subscription requests and the payment of distributions;
- in order to carry out anti-money laundering checks and related actions which the Fund considers appropriate to meet any legal obligations imposed on the Fund relating to, or the processing in the public in teres to r to pursue the Fund's legitimate interests in relation to, the prevention of fraud, money laundering, terrorist financing, bribery, corruption, tax evasion and to prevent the provision of financial and other services to persons who may be subject to economic or trade sanctions, on an on-going basis, in accordance with the Fund and the Administrator's anti-money laundering procedures;



- to report tax related information to tax authorities in order to comply with a legal obligation;
- to monitor and record calls and electronic communications for (i) processing and verification of instructions, (ii) investigation and fraud prevention purposes, (iii) for crime detection, prevention, investigation and prosecution, (iv) to enforce or defend the Fund and its affiliates', itself or through third parties to whom it delegates such responsibilities or rights in order to comply with any legal obligation imposed on the Fund, (v) to purs ue the Fund's legitimate interests in relation to such matters or (vi) where the processing is in the public interest;
- to disclose information to other third parties such as service providers of the Fund, auditors, regulatory
  authorities and technology providers in order to comply with any legal obligation imposed on the Fund or in
  order to pursue the legitimate interests of the Fund;
- to monitor and record calls for quality, business analysis, training and related purposes in order to p urs ue the legitimate interests of the Fund to improve its service delivery;
- to update and maintain records and fee calculation;
- to retain AML and other records of individuals to assist with the subsequent screening of them by the Administrator including in relation to other funds or clients of the Administrator in pursuance of the Administrator's and its clients' legitimate interests;

and which are necessary to comply with the Fund or the Administrator's legal obligations and/or which are necessary for the Fund or the Administrator's legitimate interests indicated above and/or the processing is in the public interest.

#### Recipients of Data and International Transfer of Data

The Fund may disclose your personal information as follows:

- to its service providers, including the Administrator, and their affiliates, and other third party service providers engaged by the Fund in order to process the data for the above mentioned purposes;
- competent authorities (including tax authorities), courts and bodies as required by law or requested or to affiliates for internal investigations and reporting; and

The disclosure of personal information to the third parties set out above may involve the transfer of data to the USA and other jurisdictions outside the European Economic Area ( **EEA**) such as India in accordance with the requirements of the General Data Protection Regulation. Such countries may not ensure an adequate level of protection of personal data as assessed by the EU Commission. The Fund has authorized the Administrator as its agent to put in place standard d ata protection clauses adopted by the EU Commission with relevant parties to whom personal data will be transferred. Please contact the Administrator for copies of the Standard Contractual Clauses that have been entered into on beh all of the Fund.

#### Retention period

The Fund and the Administrator will retain your personal information for as long as required for the Fund or the Administrator to perform the Services or perform investigations in relation to same depending on whether additional legal/regulatory obligations mandate that the Fund retains your personal information.

#### **Data Subject Rights**

You have the following rights, in certain circumstances, in relation to your personal information:

- Right to access your personal information.
- Right to rectify your personal information.
- Right to restrict the use of your personal information (in certain specific circumstances).
- Right to request that your personal information is erased (in certain specific circumstances).



- Right to object to processing of your personal information (in certain specific circumstances).
- Right to data portability (in certain specific circumstances).

Where the Fund or the Administrator requires your personal information to comply with AML or o ther leg al requirements, failure to provide this information means the Fund may not be able to accept you as an investor in the Fund.

You have the right to lodge a complaint with a supervisory authority in the EU Member State of your habitual residence or place of work or in the place of the alleged infringement if you consider that the processing of personal data relating to you carried out by the Fund or its service providers infringes the General Data Protection Regulation.

#### Privacy policy

The Applicant(s) understand(s) that the Fund and its agents may record or monitor telephone calls between him/her/them and the Fund and its agents, to ensure that instructions can be checked and that the Fund and its agents are meeting their service standards.

The Applicant(s) acknowledge(s) that the Fund and its agents, or anyone else mentioned below may give information about him/her/them and his/her/their account:

- between the Fund and its agents.
- people who provide a service to the Fund or its agents, on the understanding that they will keep the information confidential.
- anyone to whom the Fund and its agents transfer or may transfer their rights and duties under this Declaration.
- > anyone if the Fund and its agents have a duty to do so or if the law allows the Companies to do so.

Otherwise the Fund and its agents will keep information about him/them confidential, other than if the Applicant(s) have carried out transactions through a Financial Adviser when that Adviser will be d eemed to be his/her/their agent to whom full details of his/their investments will be disclosed unless the Applicant(s) advise the Fund and its agents to the contrary in writing.

The Applicant(s) understand(s) that it/he/she/they may request a copy of his/their information from the Fund and its agents in return for payment of a fee and to require the Fund and its agents to correct any inaccuracies.

#### **Anti-Money Laundering declarations**

The Applicant(s) understand(s) that as a result of anti-money laundering regulations and/or upon request, further documentation or information may be required for subscriptions for shares/units. The information will be used to verify his/her/their identity only for compliance with money laundering regulations. The Applicant(s) understand(s) that failure to provide requested documentation may result in the with holding of redemption proceeds.

#### Institutional share class declarations

The Applicant(s) is/are subscribing for Institutional Class Units which he/they shall be holding on behalf of an Institutional Investor, the Applicant(s) hereby confirm(s) that such investor is an Institutional Investor.



#### 9. CONSENT

☐ By ticking this box, you give your consent to have your personal information shared as described in the section *Recipients of Data and International Transfer of Data* 

Where you have provided your consent to your personal information sharing, you may with draw your consent at any time by contacting <a href="mailto:sh-nt-account-opening@ntrseurope.com">sh-nt-account-opening@ntrseurope.com</a>.

#### 10. SIGNATURES

#### Important information

Please note we strongly advise all investors to read and consider the current Prospectus before comp I eting this application form. In order to comply with money laundering legislation, the Fund and the Administrator reserve the right to request applications for shares to provide proof of identity and origin of monies being invested. Where it is necessary for us to hold money on your behalf, we will do so in a segregated client account without paying interest.

I/We declare that the information contained in this form and any enclosed documentation is true and accurate to the best of my/our knowledge and belief.

I/We declare that I/we will keep you informed without undue delay should any of the information stated in this formand any enclosed documentation change.

<b>AUTHORIZED SIGNATURE</b>	
FULL NAME (in capital letters)	
DATE & PLACE	
AUTHORIZED SIGNATURE	
FULL NAME (in capital letters)	
, ,	
DATE & PLACE	

### **APPENDIX 1**

### **Terms & Conditions (for your files only)**

#### 1. Scope of Terms & Conditions

- 1.1.a. These Terms and Conditions relate to the holding of and transactions of Investors in shares/units of a Sub-Fund and o r share/unit class. The institutional investors referred to in this Application Form are such ones within the meaning of Art. 174 (2) let. c) of the Luxembourg law dated 17th December 2010 relating to undertakin gs for collective investment (the "Institutional Investor") for which Northern Trust Global Services SE has been appointed as Central Administration Agent of the relevant fund (the "Fund").
- 1.1.b. Well informed investors referred to in this Application Form and/or in its Supplementary Application Form for Specialized Investment Fund are such ones within the meaning of Art. 2 of the Luxembourg law dated 13 February 2007 ('Well Informed Investors'), as amended from time to time, for which Northern Trust Global Services SE has been appointed as Central Administration Agent of the relevant Fund.
- 1.2. By applying for shares/units the Investor, whether it qualifies a s an institutional investor and/or as well-informed investor pursuant to clauses 1.1.a and b above, agrees to be bound by these Terms and Conditions, the applicable sales prospectus and the Constitutive Documents of the Funds (the "Fund Documents"). The Investor may at any time request from Northern Trust Global Services SE free of charge the most recent applicable Offering Document, copies of the Constitutive Documents of the Funds.
- 1.3. Northern Trust Global Services SE reserves the right to reject either in whole or in part any application for and transactions in shares/units which are not fully supported by any documents and information requested by Northern Trust Global Services SE, e.g. the application has been performed by a non-authorized financial professional/oryou object to your personal data processing.

#### 2. Definitions

"Careful identification" of "Institutional Investor" means as follows: The Authorized Financial Professional has established the identity of all Investors and has carried out verification of the identity of all such Investors and holds evidence of the identities of all such Investors, and where such an Investor is not the ultimate economic beneficiary of the investment, has established the identity of the ultimate economic beneficiary and has carried out verification of the identity of such ultimate economic beneficiary and holds evidence of the identities of all ultimate economic beneficiaries.

"UBS Group of Companies" means UBS Europe S.E., Luxembourg Branch and UBS AG and any other companies associated and/or affiliated with UBS AG.

- 2.1. Institutional Investors shall be: Credit institutions or other professionals in the financial sector whether established in Luxembourg or abroad ("PSF") investing either:
  - a. In their own name and on their behalf,
  - b. In their own name and on behalf of an Institutional Investor, or
  - c. In their own name but on behalf of another party who is not an Institutional Investor (a "Third Party").

However, in the latter case, the following additional conditions must be met:

- The Third Party has entered into a discretionary management relationship with the credit institution or the other PSF, and
- The Third Party is not entitled to any direct claim against the fund, but only against the credit institution or the other PSF.

#### 2.2. (Re-) insurance companies:

In the context of a unit-linked policy, the insurance company may qualify as an Institutional Investor even if the policy holders do not qualify as Institutional Investors under the following conditions:

- a. The insurance company is the sole subscriber vis-à-vis the fund, and
- b. The policy holder has no direct access to the assets of the fund, i.e. he/she is not entitled to receive, upon termination of the insurance policy, units/shares of the fund.
- 2.3 Pension funds/plans, provided that the beneficiaries of such pension funds/plans are not entitled to any direct claim against the fund.
- 2.4. Undertakings for collective investment ("UCI"), whether established in Luxembourg or abroad, but this under the condition they are themselves only accessible to Institutional and not to Retail Investors.
- 2.5. Local authorities, such as regions, provinces, cantons and municipalities, in so far as they invest their own funds.
- 2.6. Holding companies or similar companies falling under one of the following descriptions:
  - Holding companies or similar companies of which all of the shareholders are Institutional Investors,
  - b. Holding companies or similar companies of which all of the shareholders are not Institutional Investors provided that
    - Either they have real substance and own structures and activities and they hold significant financial interests;
    - Or they may be regarded as "family" holding companies or similar structures through which a family or a branch of a family holds significant financial interests.

#### 2.7 Financial or industrial groups

2.8 Foundations holding significant other Financial Invest me n ts a nd having an existence independent of the beneficiaries or recipients of their income or assets. This basically means that such foundations must not be "transparent", which would be the case if all their in - come was redistributed directly to beneficiaries and control were exercised by the ir beneficiaries.

#### 3. Details of the Investor

#### Proof of identity and source of funds applicable to Investors

a. Before an application for shares/units is accepted, the Investor must be identified in accordance with the provisions of the Fund Documents and Luxembourg law and regulation. The Investor undertakes to deliver all documents as required under the present provision at first request and to inform Northern Trust Global Services SE of any change affecting documents delivered as part of its identification or any change of the information contained therein.

If the Investor is not the beneficial owner of the monies invested, the identification must also be carried out for the beneficial owner.



#### APPLICATION FORM

#### (Institutions, non-retail, corporates, etc.)

Northern Trust Global Services SE may at any time request at its absolute discretion additional information and documentation including translations and certified copies to identify the Investor, the beneficial owner and the source of the funds. Subscriptions, other transactions in shares/units and any accounts opened may be suspended until Northern Trust Global Services SE has obtained a li information and documentation it deems necessary.

By subscribing or acquiring shares/units the Investor confirms that the subscription monies do not originate from any money launderin g activity or any activity relating to financing of terrorism or any other illegal activity.

b. Any form of power of attorney must be accompanied by the information and documentation relevant to the attorney appointed. Unless explicitly determined otherwise, the power of attorney only authorizes the attorney to buy additional shares/units for the Investor, switch shares/units in or between the Funds, redeem existing shares/units and update Investor details with Northem Trust Global Services SE in accordance with these Terms and Conditions. If the attorney requests Northem Trust Global Services SE to redeem shares/units, Northem Trust Global Services SE will pay the redemption proceeds directly to the Investor.

A power of attorney may be withdrawn at any time. Withdrawal becomes effective on its receipt by Northern Trust Global Services SE of written notice of such withdrawal.

### Proof of identity and source of funds applicable to Investors qualifying as Institutional Investors

a. The Investor agrees to provide the identification information and documentation requested by Northern Trust Global Services SE and Northern Trust Global Services SE reserves the right to request additional information and documentation including translations and certifications of such documents. In the event that a an authorization or license granted to the Investor is revoked or rendered inoperative or in the event of any alteration to its scope or contents the Investor shall forthwith inform Northern Trust Global Services SE of such change by registered mail.

#### 4. Restrictions on sale

The shares/units in the Funds are not available to or for the benefit of "US Persons", as defined in the relevant sales prospectus.

Therefore the Investor hereby represents that:

- a. Either
  - it is not a US person (as defined in the relevant sales prospectus) and is not acquiring shares/units on behalf of or for the benefit of a US person or
  - (i) if it is a US person, it is acquiring Fund shares/units as a fiduciary or dealer for the benefit of its customers who are neither US persons nor estates or trusts and will not so licit such customers to transact in Fund shares/units when physically present in the US.
- Subscription amounts used to purchase Fund shares/units will not be obtained from US persons primarily for the purpose of investing in the Fund.
- c. It is not a foreign partnership; corporation or similar entity formed by a US person primarily for the purpose of investing in securities not registered under US Federal securities law and will not acquire shares/units of the Fund on behalf of such entities.
- d. It is not an applicant that would be prohibited by applicable law to own or hold shares/units of the Fund.

#### 5. Notices, instructions and voice recordings

5.1. Northern Trust Global Services SE is authorized to act and re ly upon any purportedly signed instructions,

Confirmations or other notices in accordance with the above liability in any transfer, payment or other act made, done or omitted to be done in respect of the Investors` account.

- 5.2. Investors confirm that the authorization given under this Application Form shall include any and all future transactions and will remain in force until notice in writing of this replacement is re ce ive d by Northern Trust Global Services SE.
- 5.3. All notices, contract notes, transfer reports, statements and other documents and communications sent from or to the Investor will be at the risk of the Investor. Any document shall be deemed to have been duly served on or received by the Investor as follows:
  - a. If sent by post, on the fifth business day following posting;
  - If sent by facsimile or other electronic means, by the sending of the message to the fax number or to the email address indicated by the Client; or
  - c. If it is delivered by hand to the registered address of the Investor or at such other address as is notified by the Investor to Northem Trust Global Services SE in writing, service will be deemed immediate.
- 5.4. Instructions will only be accepted during the normal busines s hours (9:00 am till 5:00 pm CET) of Northern Trust Global Services SE. The execution of instructions shall only be carried out within the time needed for the completion of Northern Trust Global Services SE's verification and processing procedure, provided howe ver that the terms of the relevant sales prospectus are complied with.
- 5.5. The Investor may give instructions at his own risk either by post, facsimile; telephone or such electronic means as may have been agreed in writing with Northern Trust Global Services SE.
- 5.6. To avoid any duplication, any written confirmation from the Investor of previous oral instructions must clearly state that it is a confirmation.
- 5.7. The Investor agrees that telephone confirmations may be recorded by Northern Trust Global Services SE. The record s may be used in court or at other legal proceed ings with the same value in evidence as a written document.
- 5.8. Northern Trust Global Services SE shall not be liable for the fraudulent use by a third party of the signature of the Investor, whethe r such signature be authentic or forged. Should Northern Trust Global Services SE not identify the fraudulent use of the authentic or forged signature of the Investor on documents, and effect transactions on the basis of such documents, it shall, except in cases of fraud or willful default in the verification of any such document, be released from its obligation to refund to the investor the assets which were disposed of by the fraudulent use of such documents. Northern Trust Global Services SE shall, in such circumstances, be considered as having made a valid payment, as if it had received proper instructions from the Investor.

#### 6. Subscription details, confirmation, contract notes

6.1. Upon receipt of a fully and correctly completed Application Form, supported by all documents and information requested by Northern Trust Global Services SE, a contract note shall be dispatched to the Investor by Northern Trust Global Services SE on the day on which the net asset value of the relevant Fund has been calculated or on the next business day, as the case may be. If the Investor does not receive a contract note due to the deal not having been placed by Northern Trust Global Services SE and Northern Trust Global Services SE is not informed within five (5) business days, then the deal will be placed on the date of re-notification.



### APPLICATION FORM

### (Institutions, Non-retail, Corporates, etc.)

6.2. The Investor understands and acknowledges that he is subject to duties of care to the extent depending on the leve I of the Investor's expertise, knowledge and experience in relation to investment products and the investment process. For this reason, the Investor acknowledges that he/she will verify the contract notes or statements of account and in the event that there are anye errors in any contract note or statement of account, the Investor shall notify such error in writing to Northern Trust Global Services SE with in ten (10) business days of the dispatch of the contract note or state ment of account, the application or other transaction shall be deemed to be binding and the Investor shall be deemed to have waived any right to raise objections or pursue any remedies against Northern Trust Global Services SE raise objections or pursue any remedies again st Northern Trust Global Services SE.

#### 7. Payments

- 7.1. The Investor authorizes and instructs Northern Trust Global Services SE to direct any and all proceeds relating to its holdings in shares/units to the bank account, which will be separately notified by the Investor. The Investor accepts that payments of proceeds in respect of holdings in shares/units (e.g., distributions, redemp t io ns) may only be made to the Investor and that payments may not be accepted from or made to third parties.
- 7.2. Payment should normally be made in the currency of the relevant class of shares/units.
- 7.3. Subscription and/or conversion monies, as the case may be, shall be paid by the investor onto the account of the depositary bank of the Fund or a correspondent bank, as the case may be and as indicated by the depositary bank of the Fund, after receipt of the contract notes within the deadlines specified in the relevant sales prospectus. In case of late, partial or non-payment of subscription and/or conversion monies by the investor, Northem Trust Global Services SE reserves all right it may have to remedy such situation, including, but not limited to, prohibiting the investor from making any further subscription in, conversion or redemption of shares/units in any Fund administered by Northern Trust Global Services SE until such due payment is not remitted in full, reversing such subscript to nor conversion order, or terminating the business relationship between the Investor and Northern Trust Global Services SE.
- 7.4. UBS in their function of Paying Agent assumes no responsibility in case of late payment of redemption proceeds or any other payments to be made by UBS to the investors in case the payment instructions of the investor are not received by UBS sufficiently in advance. Payment instructions must be provided on the investor's letterhead simultaneously with the account opening documents. No interest payments can be claimed by the investor in case of late payment, as described in the previous sentence.

#### 8. Warranties, indemnities and liabilities

- 8.1. The Investor shall inform himself or herself and be solely responsible for complying with all the relevant legal, tax and exchange control regulations in force in his or her country of residence.
- 8.2. The Investor confirms that he is fully aware of the special provisions in the Fund Documents covering so called "market t imin g / late trading" practice and declares to comply therewith at all t ime s. If the Investor is acting on behalf of other clients he further confirms that he shall put in place procedures aimed to detect and avoid market timing in the Fund at all times and shall not act as intermediary or broker dealer of any market timer.

The investor furthermore acknowledges that Northern Trust Global Services SE might be requested by the respective Fund or by an agent duly appointed by the respective Fund

to apply rules avoiding transactions that could be to the disadvantage of the share/unit holders in the Fund. On the basis thereof, Northern Tru st Global Services SE may have to refuse the execution of orders relat in g to shares/units all or in part. Upon any such refusal, Northern Trust Global Services SE shall inform the Investor within reasonable delays.

- 8.3. The Investor agrees to indemnify the Fund, the Fund's management company, as the case may be, its agents and Northern Trust Global Services SE. against any losses, costs and expenses (including any legal interest, transaction charges and any other charges attributable to the late or insufficient settlement of any purchase transactions) suffered or bome by the Fund, its agents and Northern Trust Global Services SE and arising from any misrepresentation by the Investor under the declarations of the Application Form or any breach by the Investor of its obligations under the Terms and Conditions in relation to its subscription to shares/units in the Fund unless such losses are due to the willful de- fault, fraud or gross negligence of, where applicable, the Fund, its management company, as the case may be, their agents or Northern Trust Global Services SE.
- 8.4. The Investor represents that he will immediately notify Northern Trust Global Services SE forthwith where any of the declarations contained in these Terms and Conditions are no longer accurate or complete in all respects.

#### 9. Confidentiality and personal data

- 9.1. Except as otherwise provided below, Northern Trust Global Services SE and the Investor agree not to divulge any confidential information provided to each other unless required by law, regulation, instruction of any competent authority or decision of any competent court.
- 9.2. The personal data supplied by the Investor to Northern Trust Global Services SE will be processed for the following purposes:
- a. Confirming the identity of the Investor (as well as the ultimate economic beneficiary, if different and where applicable),
- b. Administering the Investor's account,
- c. Compliance with applicable legal and regulatory requirements.

### 9.3 The Investor agrees that personal data supplied to No r th er n Trust Global Services SE may be disclosed

- a. To any member of the UBS Group / Northern Trust Group and other parties which intervene in the process of the business relationship (e.g. external processing centers, dispatch or payment agents) or
- b. When required by any law or regulation of Luxembourg or any other state with equivalent data protection laws.
- c. Tax Regulations¹ require us to collect certain information about each investor's tax residency and tax classification. In certain circumstances we may be obliged to share information on your account with your tax authorities or other competent tax authorities.

As part of the application process you will be asked to complete a S e If-Certification form that requires you to provide us with the necessary information; and may result in the disclosure of such information to the relevant tax authorities in accordance with applicable Tax Regulation ns. Please complete all sections in the relevant form as directed. If you have any questions about your organization's classification, for the purpose of these Tax Regulations please contact your tax adviser. Should any information provided change in the future, please ensure you advise u s of the changes within 30 days.

The Investor confirms to Northern Trust Global Services SE being authorized and entitled to disclose to Northern Trust Global Services SE relevant information applicable to the beneficial owner of the Investment. In this respect the Investor confirms having received all required authorization for the data exchange concerning the beneficial own e r to Northern Trust Global Services SE.



- 9.4. Microfiches, microfilms or computerized registrations effected by Northern Trust Global Services SE on the basis of original documents shall constitute prima facie evidence and shall have the same value in evidence as an original written document.
- 9.5. The Investor may request a copy of the personal data held in relation to that Investor. If any of the Investor's personal data is found to be incorrect, the Investor has the right to request that it be amended, updated or deleted as appropriate. In certain circumstances the Investor may also have the right to object to the processing of his personal data and request the erasure, blocking or action to ensure the anonymity of his personal data have been communicated to anyone to whom it has been disclosed.
- 9.6. The books, accounting records, correspondence and archives of Northern Trust Global Services SE are maintained for a period of ten years after the relationship has ended in origin all form or by digital reproduction or computer record.

Copies of documentation relating to holdings may be provided to a n Investor in certain circumstances consistent with applicable law against an appropriate service charge during such ten year period.

#### 11. Consequences of account inactivity

Northern Trust Global Services SE shall be entitled to close the account if, over a period of 12 (twelve) months, it has zero inventory balance or merely shows fractional inventory items.

#### 11. Amendments

The Application Form, these Terms and Conditions together with the Fund Documents of the Funds constitute the entirety of the legal basis for the investment of the Investor and supersede all previous communications, representations or agreements, whether oral or written, with respect to the subject matter hereof. Northern Trust Global Services SE reserves the right at any time to vary these Terms and Conditions, subject to the following provisions:

- Orders received by Northern Trust Global Services SE before any amendment comes into force shall remain unaffected.
- b. The Investor shall be advised in writing of all amendments to these Terms and Conditions. In the event that the Investor does not raise any objection in writing within one (1) calendar month after being advised of them, the amendments shall be deemed to have been approved by the Investor.
- c. Amendments required by any relevant law, rule, code or regulation shall be applicable forthwith upon becoming effective.

#### 12. Miscellaneous

- 12.1 If any provision of these Terms and Conditions is invalid or unenforceable in any jurisdiction, this shall not affect the validity or enforceability of the remaining Terms and Conditions in that jurisdiction or affect the validity or enforceability of these Terms and Conditions in another jurisdiction. The invalid or unenforceable Terms and Conditions shall be deemed to have been replaced by Terms and Conditions corresponding in sense.
- 12.2 Throughout these Terms and Conditions, the singular shall include the plural and vice versa and either gender shall include the other, except where the context plainly requires otherwise. Headings are used for reference only and will not affect the interpretation. The provisions of any schedule or supplemental agreement attached hereto shall apply as if incorporated in these Terms and Conditions.

#### 13. Applicable law

The Laws of the Grand Duchy of Luxembourg shall govern the valid it y and construction of these Terms and Conditions and the parties a gree to be bound by the exclusive jurisdiction of the courts of Luxembourg City, Grand Duchy of Luxembourg.

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<sup>&</sup>lt;sup>1</sup>The term "Tax Regulations" refers to regulations and applicable guidance created to provide for the automatic exchange of information and includes the Foreign Account Tax Compliance provisions ("FATCA") contained in the US Hire Act 2010, related intergovernmental agreements between the US and different countries, the OECD Common Reporting Standard for Automatic Exchange of Financial Account Information ("CRS"), related agreements implementing the CRS and other similar laws, regulations, agreements or reporting standards.



### **APPENDIX 2**

### Source of Wealth guidelines

The application form or the due diligence questionnaire contain a section called 'source of wealth' which needs to be completed to give us information on where the income you will use to settle the subscriptions has been generated. This document will help you to determine what information you need to send us and if evidence of the source of wealth is needed.

### I. Principle

Please complete the application form respectively the due diligence questionnaire indicating your professional activity, annual net income after taxes and the source of wealth used to finance the subscription(s).

According to your source of wealth please provide the information and documentation outlined in the sec tion II Source of Wealth.

#### II. Source of wealth

Description of source of funding	Information required	Documentary evidence required
Income-savings from salary (basic and/or bonus)     If self-employed or company share owner, refer to 8 below	<ul> <li>All of thefollowing:</li> <li>Salary per annum</li> <li>Employer's name and address</li> <li>Nature of business</li> </ul>	<ul> <li>One of the following:</li> <li>Pay slip (or bonus payment) from the last three months</li> <li>Letter from employer confirming salary or letter headed paper</li> <li>Bank statements clearly showing receipt of most recent regular salary payment from named employer</li> </ul>
2. Maturity or surrender of life policy	<ul> <li>All of thefollowing:</li> <li>Amount received</li> <li>Policy provider</li> <li>Policy number/reference</li> <li>Date of surrender</li> </ul>	One of the following:     Closing statement     Letter confirming surrender from previous investment company paying the claim
3. Sale of investments/liquidation of investment portfolio	<ul> <li>All of the following:</li> <li>Description of shares/ units/deposits</li> <li>Name of seller</li> <li>How long held</li> <li>Sale amount</li> <li>Date funds received</li> </ul>	<ul> <li>One of the following:</li> <li>Investment/savings, certificates, contract notes or surrender statements</li> <li>Bank statement clearly showing receipt of funds and investment company name</li> <li>Signed letter detailing funds from a regulated accountant on letter-headed paper</li> </ul>

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4. Sale of property	• All of the following:	• On a of this following:
4. Sale diproperty	<ul> <li>All of thefollowing:</li> <li>Sold property address</li> <li>Date of sale</li> <li>Total saleamount</li> </ul>	One of the following:     Letter detailing property sale signed by a licensed solicitor or regulated accountant on letter headed paper     Copy sale contract
5. Company Sale	<ul> <li>All of thefollowing:</li> <li>Name and nature of the company</li> <li>Date of sale</li> <li>Total amount</li> <li>Client's share</li> </ul>	Letter detailing company salesigned by a licensed solicitor or regulated accountant on letter-headed paper     Copy of contract of sale, plus bank statement showing proceeds     Copies of media coverage (if applicable) as supporting evidence
6.Inheritance	<ul> <li>All of the following:</li> <li>Name ofdeceased</li> <li>Date of death</li> <li>Relationship to client</li> <li>Date received</li> <li>Total amount</li> <li>Solicitor's details</li> </ul>	One of the following: Grant of Probate (with a copy of the will), which must include the value of the estate Signed letter from a licensed solicitor or estate trustees on letter-headed paper The will
7. Divorce settlement	<ul> <li>All of thefollowing:</li> <li>Date received</li> <li>Total amount received</li> <li>Name of divorced partner</li> </ul>	<ul> <li>One of the following::</li> <li>Copy of court order</li> <li>Letter detailing divorce settlement signed by a licensed solicitor on letter-headed paper</li> </ul>
8. Company profits	<ul> <li>All of thefollowing:</li> <li>Name and address of company</li> <li>Nature of company</li> <li>Amount of annual profit</li> </ul>	Copy of latest audited company accounts     Confirmation of the nature of business activity and turnover, detailed in a letter from a regulated accountant
9. Asset (share) exchange	Please describe the origin and means of wealth generation used to acquire the assets (use this column here as your guide)	If the assets have been held for less than two years:     Provide evidence of the original source of wealth used to acquire the assets (use this column here as your guide)

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10. Gift  11. Employer paying premium	All of the following:  Date received  Total amount  Relationship to client  Letter from donor explaining the reason for the gift and the source of donor's wealth  Certified identification documents for donor  Donor's source of wealth  All of the following:  Employer letter	Documentary evidence of the donor's source of wealth as detailed in this table  All of the following:     Employer letter (confirming what will be
	Country ofincorporation     Incorporation number	paid, that the client is an employee, and a brief explanation as to why the employer is paying premium)  Certificate of Incorporation  Copy of latest audited company accounts
12. Retirement income	All of the following:  Retirement date  Details of previous profession/occupation  Name and address of last (final) employer  Details of pension income source	One of the following:  Pension statement  Letter from a regulated accountant  Letter from Annuity provider  Bank statement showing receipt of latest pension income and name of provider  Savings accountstatement
13. Fixed deposit-savings	All of the following:  Name of institution where savings account is held  Date the account was established  Details of how the savings were acquired should be provided, using this source of wealth table as a guide	All of the following:  • Savings statement  • Evidence of account start (letter from account provider or first statement) We may request additional evidential information, in relation to the origin of the savings held.
14. Dividend payment	All of the following:  Date of receipt of dividend  Total amount received  Name of Company paying dividend  Length of time the shares have been held in the Company	One of the following: Dividend contract note Bank statement clearly showing receipt of funds and name of company paying dividend If dividend is payable form client's own company, one of the following: Letter detailing dividend details signed by a regulated accountant on letterheaded paper Set of Company accounts showing the dividend details

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