

Cofunds Pension Account Client Standing Investment Instruction Authorisation Template



For intermediary records only – do not forward to Cofunds

This template is used to instruct your nominated intermediary to create, amend or stop a Standing Investment Instruction on your behalf and will be held on file. You can also do this online if you have been given access. Standing Investment Instructions can only be set up for the collective investments held on Cofunds within your pension. As soon as an instruction is set up, all contributions, transfers and tax relief will be invested (as per your investment selection).

If you do not have online access you should complete a new form and submit to your nominated intermediary. Your Standing Investment Instruction remains in place for future investments until you instruct us otherwise.

On receipt of your application by your nominated intermediary, it may take several working days to process the request. If any cash is received into the Pension Trading Account before your nominated intermediary actions this request, Cofunds will leave the cash in the Pension Trading Account.

Please complete this application form using black ink in BLOCK CAPITALS and return to your nominated intermediary.

Please do not submit this form to Cofunds. This document is for your intermediary to process and keep on file. This is an online offering only and any templates sent to Cofunds will be returned to the intermediary unactioned.

1 Intermediary Details (For intermediary use only)

Cofunds Intermediary Authorisation Code

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2 Member Details (Please complete this section in full)

Existing Cofunds Client Reference

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Primary holder

Mr/Mrs/Ms/Miss/Other

Surname

Full first name(s)

Male

Female

Date of Birth

__ / __ / __ __ __ __
D D / M M / Y Y Y Y

Current permanent residential address

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Postcode

Daytime tel. number (inc STD)

Designation (if applicable)

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3 Standing Investment Instruction

Please select one of the following options:

- Create** a Standing Investment Instruction on my behalf, as below
- Amend** my Standing Investment Instruction on my behalf, as below
- Stop** my Standing Investment Instruction on my behalf (please proceed to Section 6)

4 Income

Complete this section if you have requested income units/shares ('INC').

The option you choose will be applied to all income units/shares you hold within this product unless 'Reinvest' is selected.

If you have selected the option to 'Reinvest' this will only be applied to the commission-free share class funds you hold, any commission-included share class funds you hold will continue to pay income in accordance with your previous instruction.

- Pension Trading Account**
Income generated will be paid into your trading account
- Reinvest**
Income generated from this investment will be reinvested in the fund

If you do not already hold income units/shares within this product and you do not tick one of these boxes we will select the 'Reinvest' option by default. If you already hold income units/shares within this product and you do not tick one of these boxes we will apply your existing income option.

5 Investment Selection

I wish to invest in the funds indicated below. For details of the funds available, please speak to your nominated intermediary.

You can only choose commission-free share class funds. If you do not indicate the share class, we'll select the commission-free share class fund, where available.

Please ensure the funds are available through Cofunds.

Please note: if your intermediary has agreed exclusive share classes with a Fund Manager for your selected funds, we'll always invest in that exclusive share class and not the share class you've selected below.

Fund manager, fund name and share class	Type of unit/share (delete as appropriate)*	Percentage to invest
(example) World Equity A Fund	N/A	%
	ACC/INC	%
	ACC/INC	%
	ACC/INC	%
	ACC/INC	%
	ACC/INC	%
	ACC/INC	%
	ACC/INC	%
	ACC/INC	%
	ACC/INC	%
	ACC/INC	%
	ACC/INC	%
	ACC/INC	%
	ACC/INC	%
	ACC/INC	%
	ACC/INC	%
	ACC/INC	%
	ACC/INC	%
	ACC/INC	%
	ACC/INC	%
	ACC/INC	%
	ACC/INC	%
	ACC/INC	%
Leave in trading account		%
TOTAL (This must equal 100%)		100%

* ACC/INC

If you do not specify 'ACC' or 'INC' in this column, your nominated intermediary will be unable to process your application.

6 Authorisation

I confirm that:

The investment instructions on this form supersede all previous investment instructions in respect of the pension to which it applies.

I have read the relevant Cofunds Customer Agreement and agree to be bound by the terms within. The most recent Cofunds Customer Agreement and/or Terms and Conditions of the Cofunds Platform relevant to your product can be obtained from your nominated intermediary.

I confirm that I have been provided with the details of the fees and charges appropriate to my investment.

I understand and accept that if the fund(s) selected in this form are not available to my intermediary, Cofunds will automatically select a comparable fund available to my intermediary when processing my application. I understand and accept that I am entitled to cancel my application in accordance with the relevant Terms and Conditions of the Cofunds Platform or Customer Agreement applicable to the product I am investing in and that if I chose to cancel my application, my investment shall be subject to market movement during the period from the date when my application is processed to the date my investment is sold.

Fund Sale Instruction

I confirm that my intermediary has explained to me whether a Fund Sale Instruction applies to the segment linked to my investment. If a Fund Sale Instruction applies to the segment linked to my investment, I accept and agree that funds will be sold to settle any outstanding fees and charges which have accrued prior to this date and all fees and charges payable hereafter.

I understand and accept that this may result in commission-included share class funds being sold to cover the fees and charges.

Member signature 	Date
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Next steps

1. Submit this form to your nominated intermediary
2. They will process the instruction online on your behalf
3. You will receive a confirmation letter in the mail from Cofunds
4. This form will be kept on file by your nominated intermediary – do not send it to Cofunds