

# Application form

| Financial adviser and plan details   |   |
|--|---|
| Company name   |   |
| Friends Provident International agency number  |   |
| Contact name   |   |
| Phone number   |   |
| Email address  |   |
| Plan number (if known)   | Please contact us to obtain a pre-allocated plan number if desired. |
|  |   |
| Please tick to confirm you have inc  | luded with this application   |
| Verification of client identity*.  |   |
| Verification of client address such as uti   | lity bill (or suitable alternative)*.                               |
| Source of wealth supporting documenta  | ation (where required)*   |
| Details of information required for source * suitably certified as being a true copy | e of wealth can be found on pages 10, 11 and 12.                    |
|  |   |
| Please tick to confirm you have fille  | ed in all of the following sections                                 |
| Section 1: Setting up Premier Advance.   |   |
| Section 2: Investment details, including   | payment method and source of wealth information.                    |
| Section 3: Declarations.   |   |

This form should be read in conjunction with the current edition of the following documents:

- Premier Advance brochure
- Premier Advance product guide
- Fund Prices leaflet.

Specimen policy conditions are available from us on request.

If the proposed policyholder is/are trustee(s) of an existing trust, please use the Premier Advance trustee application form, which is available from your financial adviser.

Please provide all relevant information and documentation so that we can process your application as soon as possible. If you do not provide all relevant information, it may cause a delay in the processing of your application. Further information may be required during the validation process (i.e. questions arising from the information provided).

**Please complete this form in English**, using block capitals. If you make any mistakes, please cross it out and correct it, initialling any amendments. Please do not use correction fluid or any other method for deleting incorrect information.

| Your reason for investing into      | o Premier Advance   |
|-------------------------------------|---|
| Retirement funding                  |   |
| Education funding                   |   |
| Medium to long-term savings*        | * If no reason has been ticked, we will assume Premier Advance is required for medium to long-term savings. |
| For a special event (please detail) |   |
| Additional information/Spec         | ial instructions  |
| Please let us know in the space     | below of any additional information we need to be aware of relating to the application.                     |
|                                     |   |
|                                     |   |
|                                     |   |
|                                     |   |
|                                     |   |
|                                     |   |
|                                     |   |
|                                     |   |

To be completed by each proposed policyholder and proposed life assured. Name(s) to be stated as they appear on either your ID card or passport, as applicable.

Please refer to 'What you need to provide' for requirements to support verification of identity and address on page 21.

Please write in ink and use block capitals.

# Section 1: Setting up Premier Advance

|    | Your details  |  |   |
|----|---|--|---|
|    |   | First (or only) applicant                      | Second applicant  |
| 1  | Title   | Mr Mrs Miss Ms                                 | Mr Mrs Miss Ms  |
|    |   | Other  | Other   |
| 2  | Surname   |  |   |
| 3  | First name(s)   |  |   |
| 4  | Marital status  |  |   |
| 5  | Date of birth (DD/MM/YYYY)  |  |   |
| 6  | Please tell us where you were born  | Town   | Town  |
|    |   | Country  | Country   |
| 7  | Nationality   |  |   |
| 8  | Please list all countries in which you are tax resident. Please provide your  | Country 1                                      | Country 1   |
|    | tax identification number for each<br>country. If you are a US citizen or hold<br>a US passport or green card, you will | Tax identification number                      | Tax identification number   |
|    | be considered tax resident in the US, even if you live outside the US. You  | Country 2                                      | Country 2   |
|    | must include your US tax identification number in this section.   | Tax identification number                      | Tax identification number   |
|    |   | in order to avoid delaying your application. I | dent, your tax identification number, or you ommend you seek professional tax guidance Not entering a tax identification number may ft any of the tax identification number boxes |
| 9  | Country of residence  |  |   |
| 10 | Residential address   |  |   |
|    |   |  |   |

# Section 1: Setting up Premier Advance (continued)

| ١  | our details (continued)  |   |   |
|----|--|---|---|
|    |  | First (or only) applicant                       | Second applicant                          |
| 11 | How long have you lived at this address?   |   |   |
| 12 | Correspondence address (if different to residential address)   |   |   |
|    |  |   |   |
|    |  |   |   |
| 13 | You will receive all correspondence relating your financial adviser.   | ng to your plan, unless you indicate otherwise  | e below. Copies will also be sent to      |
|    |  | refer us to send all correspondence relating to | your plan to your financial adviser only. |
| 14 | Please list all contact details below  | First (or only) applicant                       | Second applicant                          |
|    | Home telephone number  |   |   |
|    | Office telephone number  |   |   |
|    | Mobile number  |   |   |
|    | Email address (mandatory)  |   |   |
| 15 | Position or occupation (if retired, please state former occupation)  |   |   |
| 16 | Nature of business   |   |   |
| 17 | Status of business (please tick appropriate box)   | PLC Limited company                             | PLC Limited company                       |
|    |  | company   | company                                   |
|    |  | Self-employed Other (please specify)            | Self-employed Other (please specify)      |
|    |  |   |   |
| 18 | If you are self-employed or a<br>shareholder of a company, please give<br>the percentage of share ownership  | %   | %   |
| 19 | Are you to be a policyholder?  | Yes No  | Yes No                                    |
| 20 | Are you to be a life assured?  | Yes No  | Yes No                                    |
| 21 | Are you in good health? If <b>No</b> , please give details on a separate piece of paper, but please first refer to our Data Protection section on page 14. | Yes No No                                       | Yes No                                    |

If the applicants are not to be the lives assured, the supplementary application form 'Additional lives assured/policyholders' must be completed. There must be at least one life assured for each plan.

# Section 2: Investment details

| Total payment                                     |                       |                             |   |                  |
|---|-----------------------|-----------------------------|---|------------------|
| Monthly payments                                  | USD GBP               | EUR HKD                     | Minimum USD 300 (or G<br>HKD 2,400)                       | BP 200, EUR 300, |
|   | Amount                |                             | • ,   |                  |
| Quarterly payments                                | USD GBP               | EUR HKD                     | Minimum USD 900 (or G<br>HKD 7,200)                       | BP 600, EUR 900, |
|   | Amount                |                             |   |                  |
| Half-yearly payments                              | USD GBP               | EUR HKD                     | Minimum USD 1,800 (or EUR 1,800, HKD 14,400)              | GBP 1,200,       |
|   | Amount                |                             |   |                  |
| Yearly payments                                   | USD GBP               | EUR HKD                     | Minimum USD 3,600 (or<br>EUR 3,600, HKD 28,800            |                  |
|   | Amount                |                             |   |                  |
| The plan will be issued as 10 individual policy s | segments. If you wis  | sh your plan to be issued a | s one single policy, tick here                            | 2.               |
| Payment methods                                   |                       |                             |   |                  |
| Please tick the appropriate box and follow the    | e instructions carefu | ully. Please note that cas  | h is not an acceptable pay                                | ment method.     |
| By standing order/bank transfer                   | bank acco             |                             | be paid by debit of funds from certified copy of the bank |                  |
| Bank details                                      | i nenas i i           | ovident international Lini  | ieu.  |                  |
| Sort code (if applicable)                         |                       |                             | Note: We must have eit or SWIFT/BIC code.                 | ther a sort code |
| SWIFT/BIC code (if applicable)                    |                       |                             |   |                  |
| IBAN (if applicable)                              |                       |                             |   |                  |
| Account number                                    |                       |                             |   |                  |
| Account currency                                  |                       |                             | (Must be completed if t multi-currency.)                  | he account is    |
| Account name                                      |                       |                             |   |                  |
| Bank name   |                       |                             |   |                  |
| Bank address                                      |                       |                             |   |                  |
|   |                       |                             |   |                  |
| I have arranged to transfer the amount of         | USD GBP               | EUR HKD                     |   |                  |
|   |                       |                             | (figures)   |                  |
|   |                       |                             |   | (words)          |
| Payable (tick one box only)                       | Monthly               | Quarterly                   | Half-yearly   | Yearly           |
| Commencing  | on the                | day of                      | (month)   | (year)           |

until this order is cancelled in writing. I have charged the amount of the payment together with any bank and agent bank's charges to my account.

| Payment methods (continued)   |   |   |
|---|---|---|
| For applicants with bank accounts in the Far East                   | Bank  | Hong Kong & Shanghai Banking Corporation Limited  |
|   | Address   | Main Office, 1 Queen's Road, Central, Hong Kong,<br>SWIFT Code HSBCHKHH   |
|   | Account name  | Friends Provident International Limited   |
|   | Account number: USD policies  | 511-667685-201  |
|   | Account number: GBP policies  | 511-667685-202  |
|   | Account number: EUR policies  | 511-667685-220  |
|   | Account number: HKD policies  | 511-667685-001  |
| Pre-allocated plan number   |   | This reference must be quoted by the bank on all payments.  |
| For applicants with bank accounts                                   | Bank  | HSBC  |
| not in the Far East (USD, GBP or EUR plans only)                    | Address   | 8 Canada Square, London, E14 5HQ, United Kingdom  |
|   | Account name  | Friends Provident International Limited   |
|   | Account number: USD policies  |   |
|   | Account number: GBP policies  |   |
|   | Account number: EUR policies  | IBAN: GB86MIDL40193822566621<br>400515-58980092   |
|   | Account number. Lon policies  | IBAN: GB95MIDL40051558980092  |
|   | SWIFT/BIC   | MIDLGB22  |
| Pre-allocated plan number   |   | This reference must be quoted by the bank on all payments.  |
| We accept payment by  | USD   | Telegraphic Transfer (TT)   |
|   | GBP   | CHAPS/BACS/Faster Payment (from UK/Channel Island or Isle of Man banks) or Telegraphic Transfer (TT – from other regions) |
|   | EUR   | SEPA (from Eurozone banks) or Telegraphic Transfer (TT)   |
|   | HKD   | ACH or Telegraphic Transfer (TT)  |
| Friends Provident International Limited's full p                    | oostal address is: Royal Court, Ca  | stletown, Isle of Man, British Isles, IM9 1RA.  |
| By credit card  | If you are returning this application form by post or fax, please complete the 'Direct charge authority' on page 19. If you intend applying electronically, please submit credit card details via our secure website. |   |
| By cheque/banker's draft (for half-yearly and yearly payments only) | USD drawn on a bank   | in New York   |
|   | GBP drawn on a bank   | in the United Kingdom   |
|   | EUR drawn on a bank   | in the European Economic and Monetary Union (EMU)   |
|   | HKD drawn on a bank   | in Hong Kong  |
| Important note: A certified copy of the bank                        | acknowledgement letter must be  | sent to us with every draft.  |

Important note: A certified copy of the bank acknowledgement letter must be sent to us with every draft.

Please make cheques/banker's drafts payable to 'Friends Provident International Limited (ref: plan number)'.

These should be sent directly to: Friends Provident International Limited, Royal Court, Castletown, Isle of Man, British Isles, IM9 1RA.

# Source of payment For all methods of payment excluding credit card. I confirm the payment is to be made by debit of funds from my personal bank account. The details of this account are as follows. Sort code (if applicable) Note: We must have either a sort code SWIFT/BIC code (if applicable) or SWIFT/BIC code. IBAN (if applicable) Account number (Must be completed if the account Account currency is multi-currency.) Account name Bank name Bank address Payment term The payment term must be not less than 5 years or more than Please indicate payment term (in figures) 25 years from the start of the plan. The maximum age of the youngest life assured at the end of the chosen payment term is 75. Please be aware that you should only invest in this product if you intend to pay the contribution for the whole of your chosen payment term. Valuation currency The currency of your plan will be the currency in which you make your payments. If you wish to receive valuations of your plan in a different currency from the plan currency, please tick the appropriate box. If no selection is made, valuations will be produced in the plan currency. US dollar (USD) Sterling (GBP) Euro (EUR) HK dollars (HKD) Politically exposed persons If you, the applicant, or any party connected to this application, could be defined as a politically exposed person (PEP) (for examples and guidance, refer to Declarations point 6 on page 13), please provide details. Title Other 1 Surname (as shown on ID card/passport) 2 First name(s) (as shown on ID card/ passport) Connection to plan Position held as a PEP In what country is/was the position held?

# **Choice of funds**

Please indicate the funds in which you wish your plan to invest, up to a maximum of 10, showing the percentage of your investment you wish to be allocated to each fund. Please use whole percentages only and make sure that the total is 100%.

Failure to include all relevant information accurately may delay the processing of your application.

| Fund code  | Fund  | % of payment          |
|--|---|-----------------------|
|  |   | %                     |
|  |   | %                     |
|  |   | %                     |
|  |   | %                     |
|  |   | %                     |
|  |   | %                     |
|  |   | %                     |
|  |   | %                     |
|  |   | %                     |
|  |   | %                     |
|  |   | Total 100%            |
| Lifestyling investment strategy  |   |                       |
| Do you wish to include a lifestyling investment strategy?                    | Yes No  |                       |
| If <b>Yes</b> , which lifestyling investment strategy do you wish to select? | Cautious (10 years) Balanced (5 years)  | Speculative (3 years) |
|  | Please note the maximum 10 fund limit includes any lifestyling selected by you. | investment strategy   |

# Source of wealth Please refer to the source of wealth table which is available on our website or from your financial adviser, for the evidential requirements to support source of wealth.

| Income and savings from salary (basic and/or bonus)                          |  | Current annual salary   | Currency Amount |
|--|--|---|-----------------|
| If self-employed or a company share owner, please complete 'Company profits' |  | Employer's name   |                 |
| following.   |  | Employer's address  |                 |
|  |  |   |                 |
|  |  |   |                 |
|  |  | Nature of business  |                 |
| Maturity or surrender of life policy   |  | Amount received   | Currency Amount |
|  |  | Policy provider   |                 |
|  |  | Policy number/reference   |                 |
|  |  | Date of maturity or surrender                                   |                 |
| Sale of shares or other investments/ liquidation of investment portfolio     |  | Description of shares/units/<br>deposits (i.e. name/where held) |                 |
|  |  |   |                 |
|  |  | Name of seller  |                 |
|  |  | Length of time held   | Years Months    |
|  |  | Sale amount   | Currency Amount |
|  |  | Date funds received   |                 |
| Sale of property   |  | Sold property address   |                 |
|  |  |   |                 |
|  |  |   |                 |
|  |  | Date of sale  |                 |
|  |  | Total sale amount   | Currency Amount |
| Company sale   |  | Company name  |                 |
|  |  | Nature of business  |                 |
|  |  | Date of sale  |                 |
|  |  | Total sale amount   | Currency Amount |
|  |  | Client's share  | %               |

| Source of wealth (continued)   |                           |                 |
|--|---------------------------|-----------------|
| Inheritance  | Name of deceased          |                 |
|  | Date of death             |                 |
|  | Relationship to applicant |                 |
|  | Date received             |                 |
|  | Total amount              | Currency Amount |
|  | Solicitor's name          |                 |
|  | Solicitor's firm's name   |                 |
|  | Solicitor's address       |                 |
|  |                           |                 |
| Divorce settlement   | Date funds received       |                 |
|  | Total amount received     | Currency Amount |
|  | Name of divorced partner  |                 |
| Company profits  | Company name              |                 |
|  | Company address           |                 |
|  |                           |                 |
|  |                           |                 |
|  | Nature of company         |                 |
|  | Amount of annual profit   | Currency Amount |
| Asset (share) exchange   |                           |                 |
| Please describe the origin and means of wealth generation used to acquire the assets                             |                           |                 |
| If the assets have been held for less than 2 years:  |                           |                 |
| <ul> <li>Please provide evidence of the original<br/>source of wealth used to acquire the<br/>assets.</li> </ul> |                           |                 |
| Gift   | Date funds received       |                 |
| Please provide all of the following:  • Letter from donor explaining the   | Total amount              | Currency Amount |
| reason for the gift and the source of donor's wealth   | Relationship to applicant |                 |
| Certified identification documents<br>for donor  | Donor's source of wealth  |                 |
| io. donor  |                           |                 |
|  |                           |                 |

| Source of wealth (continued)                     |   |                 |
|--|---|-----------------|
| Employer making payment                          | Country of incorporation                                |                 |
| Please provide the following:  • Employer letter | Incorporation number                                    |                 |
| Retirement income                                | Retirement date   |                 |
|  | Previous occupation                                     |                 |
|  | Name of last (final) employer                           |                 |
|  | Address of last (final) employer                        |                 |
|  |   |                 |
|  | Pension income source                                   |                 |
| Fixed deposit – savings                          | Name of institution where savings held                  |                 |
|  | Date account established                                |                 |
|  | Details of how savings acquired                         |                 |
|  |   |                 |
|  |   |                 |
| Dividend Payment                                 | Date of receipt of dividend                             |                 |
|  | Total amount received                                   | Currency Amount |
|  | Name of Company paying dividend                         |                 |
|  | Length of time the shares have been held in the Company | Years Months    |
| Other source of wealth                           |   |                 |
| Please provide as much detail as possible.       |   |                 |
|  |   |                 |
|  |   |                 |
|  |   |                 |

# Section 3: Declarations

- 1 A specimen policy document and/or copy of this completed form are available on request.
- 2 You are advised to satisfy yourself that, under any taxation, exchange control or insurance legislation to which you may be subject, you are permitted to effect the plan.
- 3 You should seek guidance from your financial adviser as to the suitability of the plan to your own particular circumstances. Premier Advance should be regarded as a medium to long-term investment. We are not responsible for providing any advice as to the suitability of any asset for your investment objectives and risk profile.
- 4 Each plan is governed by and shall be construed in accordance with the laws of the Isle of Man.
- A politically exposed person is a person who is or has been entrusted with prominent public functions. This includes: head of state, head of government, minister or deputy or assistant minister, senior government official, member of parliament, senior politician, important political party official, senior judicial official, member of a court of auditors or the board of a central bank, ambassador, chargé d'affaires or other high-ranking officer in a diplomatic service, high-ranking officer in an armed force, senior member of an administrative, management or supervisory body of a state-owned enterprise, senior member of management of, or a member of, the governing body of an international entity or organisation or honorary consul. A politically exposed person is also a family member or a close associate of such a person.

This applies to the applicant, policyholder, life assured, payer of the payment, beneficiary or any other party connected to this application.

Please refer to the Isle of Man Anti-Money-Laundering and Countering the Financing of Terrorism Code 2015 for the full definition of a "politically exposed person", and in particular, further elaboration on whether a person is a "family member" or a "close associate".

6 Underlying fund prospectuses are available from us on request.

### 7 Specialist fund acknowledgement

We offer products that provide access to a wide range of funds, that invest in all the major asset classes and geographic regions of the world. Some of these funds invest into funds which are classed as specialist funds, aimed at professional or experienced investors.

If you were to invest into such a fund directly, as a separate venture not linked to this application instead of using one of our funds, you may have to declare that:

- You have read and understood the information supplied to you and understand the nature of any risks involved.
- You have discussed with your financial adviser whether such an asset is appropriate to your investment portfolio.
- You are eligible and able to invest into the fund and have the level of investment knowledge and experience required by the fund manager.
- You meet certain minimum financial requirements.

Ordinarily some of these funds could only be held by professional/experienced investors rather than retail investors. Also, information relating to such investments may not be available for distribution in certain jurisdictions. However, when the investment is made through your plan, we are treated as the professional or experienced investor and this enables policyholders that may not have been able to do so, to access these funds.

Please note that different jurisdictions may impose different criteria on the generally accepted definition of a professional/experienced investor. Full definitions, restrictions and investor requirements can be found in each fund's prospectus/terms and conditions, which is available from the fund manager or your financial adviser. We recommend that you obtain, read and fully understand a copy of the prospectus/terms and conditions for your chosen investment.

# 8 Liquidity information

Some of our funds may have restrictions on their ability to pay redemptions due to the type of underlying investments they hold. This could limit your ability to raise cash from the fund in the future.

Investing in funds should be considered a medium to long-term investment. You, in conjunction with your financial adviser, should consider the amount you invest via your plan if it is likely that you will need access to your capital quickly in the future.

Attention is drawn to the following declarations. If the application form requests information which we need to assess before acceptance, then you must disclose all facts which are material. Such facts are those which a financial institution would regard as likely to influence the assessment and acceptance of an application. If you are in doubt as to the relevance of any particular information you should disclose it, as failure to do so could result in you being provided with the wrong terms, a request being rejected or reduced, or the plan being invalid.

### 1 Fund acknowledgement

- a) I understand that I may choose the investments to which my plan is to be linked.
- b) I acknowledge that it is my responsibility to ensure that the asset is suitable, considering my investment objectives and attitude to risk.
- c) I confirm that I understand certain funds may have restrictions on their ability to raise cash in the future, and that further details are included in the prospectus or terms and conditions for the respective underlying fund. I understand the risks associated with investing in these funds.
- d) If I choose to invest into funds which in turn invest into specialist funds aimed at professional investors, I acknowledge that it is my responsibility to obtain, read and understand the underlying fund's prospectus.
- e) I acknowledge that Friends Provident International is not responsible for the investment performance or any loss suffered or reduction in the value of my plan, arising from my chosen investment. Friends Provident International does not have any responsibility for the management of the assets within my plan and Friends Provident International does not approve any asset as a suitable investment.

### **Declarations (continued)**

- f) I acknowledge that the purchase of my investments may be delayed if Friends Provident International requires a signed declaration in respect of my chosen investments.
- g) I acknowledge that specific investor protection and compensation schemes that may exist in relation to collective investments and deposit accounts are unlikely to apply in the event of failure of such an investment held within insurance contracts.
- h) I acknowledge that Friends Provident International has not provided any advice as to the suitability of any asset for my investment objectives and attitude to risk.
- i) I acknowledge that Friends Provident International may from time to time provide me with investment literature which explains the investment options available to me. I acknowledge that the provisions of such investment literature is by way of information only and is not provided by way of investment advice.

### 2 General declarations

| I declare that this application was signed in | (country) |
|---|-----------|
| and the advice was received in                | (country) |

I further declare that all the information provided in this application form, including this declaration, has been entered by myself or with my knowledge and that the signature placed on the application is my signature. I also declare that all information provided herewith are complete and true to the best of my knowledge and belief. I agree that they shall form the basis of the plan.

I have received, read and have been given an explanation of all the printed materials relevant to this application and the plan and I have been acquainted with the management charges made by Friends Provident International.

I understand that I may choose the investments to which my Premier Advance policies are to be linked. Consequently, Friends Provident International shall not be responsible for the investment performance or for any loss or liability arising from my choice of investment, however arising.

I further declare that I understand and agree that the plan shall not become effective until it is issued with the first payment made in full and all requirements have been met.

I understand that this application can only be accepted by employees of Friends Provident International situated at the company's head office in the Isle of Man and that no other employees or third parties have the necessary authority to create a binding contract.

I am aware that tax evasion is a criminal offence and I will not use this policy to evade tax. I understand that Friends Provident International has statutory obligations to report suspicions of criminal wrongdoing including tax evasion to law enforcement agencies or other relevant authorities in the locations where it operates. I am responsible for my own tax affairs and I hereby declare that I understand my personal tax obligations and responsibilities and I have complied with all legal requirements to make declarations to tax authorities and pay the tax that I owe. As appropriate and necessary I have taken, or will take, legal advice in relation to my tax affairs and in particular, my tax obligations as they apply to this application.

I understand that the Isle of Man Government has and will be entering into a number of inter-governmental agreements to share tax information, where applicable, with the tax authorities in other territories. I understand that there is a requirement to collect information about customers' tax residence and nationality as part of Isle of Man legislation and that as a financial services company, Friends Provident International is legally obliged to collect it. I am aware that Friends Provident International is required to request my tax residency, tax identification number (where applicable) and nationality and will record this information.

I understand that the information that will be reported to the Isle of Man Government is:

- My name, address, jurisdiction of tax residence, tax identification number and date of birth.
- My Friends Provident International plan number.
- The balance or value of my account at the end of the calendar year or at the date the plan was cashed in.
- The sum of any withdrawals taken within the relevant reporting year.

### 3 Premium Tax/Withholding Tax

I acknowledge that in the event of any premium tax or withholding tax being levied in the my country of residence it will be my responsibility to increase the payment by an appropriate amount or to settle the liability directly with the relevant tax authorities.

### 4 Data protection

Please read this privacy notice carefully. Please be aware that this is a short version of our privacy policy and you should visit www.fpinternational.com/legal/privacy-and-cookies.jsp to view the full policy.

Friends Provident International Limited ("FPIL") is the controller of your personal data processed in connection with this application and product. The data which we process is that which you provide in this form such as your names, contact details and information about medical history. As well as obtaining data directly from yourself, we may obtain additional information from your doctor(s) as further described in this application form.

We use your information to process and underwrite your application, administer your policy and handle any claims, to help detect and prevent fraudulent activity, and for customer profiling and marketing. We only retain your data for as long as is necessary for the maintenance of your contract, or for legal or regulatory requirements.

### **Declarations (continued)**

We may share your data with third parties who provide services to us, some of whom may be located outside of the Isle of Man, European Economic Area (EEA), or country in which your data was collected. In these cases we make sure that your data is protected to the same standards as in the Isle of Man, EEA, or country of data collection. We may also share your data with law enforcement and regulatory bodies, other insurers, your insurance intermediary and their service providers.

Data protection laws require us to tell you what legal basis we use for processing your personal data. In general, the processing is necessary to perform a contract with you, or to take steps requested by you before entering into this contract.

We will not normally carry out any direct marketing campaigns but if we do, we will always contact you first and give you the opportunity to opt in to direct marketing before any communications of this nature take place.

We may process data about you which the law considers to be sensitive, in particular health information. In this case, we base our processing on your freely given, informed, specific consent or that the processing is necessary for the establishment, exercise or defence of legal claims. We may also process this type of data about other people you wish to insure such as family members. Please tell these people to read this privacy notice and our privacy policy so that they understand how FPIL may use their personal data.

### By proceeding with this application:

- · You understand that we will use information about you, including information about health, for the above purposes.
- You are confirming that any other person (eg a family member or other individual covered by your insurance policy, or
  whose information is relevant to use providing this policy coverage) whose information you are providing understands and
  has no concerns about their information being used in this way.

NOTE: If you have any concerns about use of information for these purposes, you should not proceed with this application as we may be unable to provide you with a policy. You can also contact us at any time if you would like to ask us to cease using your information, but this may result in your policy being cancelled.

You have various rights in relation to your personal data including accessing your data, and in some limited circumstances objecting to processing or having your data erased.

You can find out more information about how to exercise these rights and details of who to contact with queries on our privacy practices by viewing our full privacy policy available on our website www.fpinternational.com/legal/privacy-and-cookies.jsp or it can be provided upon request from our Data Protection Officer, Friends Provident International Limited, Royal Court, Castletown, Isle of Man. British Isles IM9 1RA.

By signing this form, I consent to this use of my personal data.

### 5 Cancellation

You will be able to cancel your investment up to 30 days from the day you receive the cancellation notice. You will receive a refund of the premium less a deduction for shortfall to reflect any fall in the markets in the interim and, where applicable, less any initial fee which was facilitated by us to your financial adviser. A cancellation notice that provides you with more detail, including when the cancellation period begins and ends and how to exercise it will be issued by post to you when the policy documents are produced.

## 6 Financial adviser

I acknowledge that Friends Provident International and my financial adviser have entered into an agreement ('terms of business') which sets out the basis upon which Friends Provident International is prepared to accept applications submitted by the financial adviser on my behalf. This agreement categorically states that the financial adviser acts as my agent, and not the agent of Friends Provident International. I acknowledge that my financial adviser, or any other, has no authority to act as the agent of Friends Provident International or to state, suggest or imply that it has such authority. I acknowledge and authorise my financial adviser to be remunerated for its services by brokerage commission from Friends Provident International.

Please be aware that you should only invest in this product if you intend to pay the contribution for the whole of your chosen payment term.

|                              | First (or only) applicant | Second applicant |
|------------------------------|---------------------------|------------------|
| Signature(s) of applicant(s) |                           |                  |
|                              |                           |                  |
|                              |                           |                  |
| Date                         |                           |                  |

# Appointment of third party as payee

In all cases, applicants should seek financial and legal advice regarding the implications of a particular arrangement or course of action. This is to ensure that use of this nomination is suitable for your personal circumstances taking account of the tax and legal provisions relevant to your jurisdiction of domicile and residence. Depending on your financial objectives, alternative arrangements, such as trusts, may be more suitable and we recommend you obtain appropriate advice.

### To: Friends Provident International

Subject to any future revocation or appointment, I hereby appoint the following person/persons as payee(s) in the share/shares indicated below.

|                         |             | of benefit<br>(must<br>total 100%) |
|-------------------------|-------------|------------------------------------|
| Surname of the payee(s) |             | %                                  |
| First name              |             |                                    |
| Date of birth           |             |                                    |
| Relationship (if any)   | Nationality |                                    |
| Address                 |             |                                    |
|                         |             |                                    |
| Surname of the payee(s) |             | %                                  |
| First name              |             |                                    |
| Date of birth           |             |                                    |
| Relationship (if any)   | Nationality |                                    |
| Address                 |             |                                    |
|                         |             |                                    |
|                         |             | 0/                                 |
| Surname of the payee(s) |             | %                                  |
| First name              |             |                                    |
| Date of birth           | N.C Pr      |                                    |
| Relationship (if any)   | Nationality |                                    |
| Address                 |             |                                    |
|                         |             |                                    |
| Surname of the payee(s) |             | %                                  |
| First name              |             |                                    |
| Date of birth           |             |                                    |
| Relationship (if any)   | Nationality |                                    |
| Address                 |             |                                    |
|                         |             |                                    |
|                         |             |                                    |

# Section 4: Appointment of third party as payee (continued)

Certified identification and verification of residential address for each beneficiary will be required at the time of the claim.

In the event that at the time of any payment you are unable to contact the payee(s), you should make enquiries of the following person(s)\* for the purposes of locating the payee(s).

| Name of contact  |   |
|--|---|
| Address  |   |
|  |   |
| Telephone number   |   |
| If no contact name is given, this will not may be attached, if desired.                    | affect the validity of this appointment. Names and details of other contact persons   |
|  | ore signing this form or I have elected not to do so.   |
| · · · · · · · · · · · · · · · · · · ·  | payee(s) made on this form shall be revoked by any surrender, assignment or disposal of th I am survived by other persons named as the life assured on the policy schedule. |
| This form shall form part of the plan and the expression 'payee(s)' shall have the meaning | ne appointment is made in accordance with the relevant provision of the plan. The ng given in the policy conditions.  |
| All policyholders must sign.   |   |
| Signed   |   |
| Name (block capitals)  |   |
| Date   |   |
|  |   |
| Signed   |   |
| Name (block capitals)  |   |
| Date   |   |

# Direct charge authority

Please do not complete this page if you intend emailing (or scanning and emailing) this form back to us. We can only accept this form via post or fax. Details can be accepted electronically via our secure website.

Credit card payments can only be accepted in USD, GBP, EUR or HKD. Please use block capitals.

| I authorise you to debit my  | Mastercard VISA credit card <sup>1</sup> |
|--|--|
| Name of issuing company or bank                                      |  |
| Country of issue   |  |
| Credit card number   |  |
| Credit card expiry date <sup>2</sup>                                 | (month) (year)                           |
| Name on credit card  |  |
| with the sum of <sup>3</sup>   | (figures)                                |
|  | (words)                                  |
| Currency   | USD GBP EUR HKD                          |
| in respect of payments for my plan number                            |  |
| Commencing on the  | (day) of (month) (year)                  |
| Payable on the same day until further notice or cancelled in writing | Monthly Quarterly Half-yearly Yearly     |
| Name of credit card holder   |  |
| Address of credit card holder (as held by the card provider)         |  |
|  |  |
| Telephone number (daytime)   |  |
| Email address  |  |
| Signature  |  |
| Date   |  |

### Important notes

- 1 Please note that some credit cards cannot be used outside their country of issue and therefore we strongly recommend that you contact your card issuer to ensure your card can be used in this instance.
- When your current credit card expires or is replaced, we will require you to complete a new 'Direct charge authority' form. Alternatively, you can update your credit card details online on our website.
- 3 When your credit card payment is first set-up certain checks will be administered, including a pre-authorisation check. A nominal amount may show on your account, but the pre-authorisation is not a charge and no money will be deducted from your account.
- Where payments are made by credit card there will be a
  handling charge of between 1% and 1.95% (depending on
  residency) of each payment made. The handling charge will be
  collected in addition to the total payment amount meaning we
  will collect the total payment amount plus the handling charge
  from your credit card. The handling charge will be used to
  cover the charges imposed by the credit card issuing company.

- The payment collection date is on average six days prior to the due date on the plan. This may vary slightly to take into account seasonal and bank holidays.
- If you amend your payment, a new 'Direct charge authority' form will need to be completed and returned to us.
- If a payment is declined, we will automatically inform you and request a duplicate payment the following month. This will apply to consecutive months if the plan remains in arrears. No more than two payments should be collected each month until the payments are up to date.
- Please note that debit cards cannot be accepted for payments.
- Please note we cannot accept this form via email.

# What you need to provide

# Verification of identity and address

We have a legal obligation to verify the identity and residential address of each person who will apply for one of our products. We also have a regulatory obligation to obtain details of how the applicant(s) have acquired the monies/assets that they will invest with us.

There are good reasons for doing this. Criminals and terrorists often try to launder money by using false or stolen identities in order to open accounts or place investments with financial institutions such as Friends Provident International. By providing the information and documents requested, you are not only helping us to comply with stringent money laundering legislation, but you are helping to protect your own identity.

From 1 July 2014, we are required by law to ask where you are tax resident and obtain your tax identification number(s). It is possible to be tax resident in more than one country and you should seek professional advice if you are not sure where you are tax resident.

### Step 1

# Verify the identity of each applicant

The required documents to verify identity are:

- a passport; or
- a government issued national identity card (carrying a photograph of the individual).

Where it is not possible to obtain either a passport or a government issued national identity card, two other formal government-issued documents carrying appropriate personal details, which show verifiable reference numbers, may be accepted. Examples would include:

- a current driving licence with photograph;
- an annual tax assessment issued by the tax authorities; or
- a government-issued document containing a unique reference number which is specific to each applicant.

These documents must be certified (please refer to Step 3).

### Step 2

# Verify the address of each applicant

We will also require an original or a certified copy of a document, to verify each applicant's residential address (please refer to **Step 3**). A list of the documents that are acceptable for this purpose is provided below.

The document must be issued in the name of the applicant and show the residential address that appears on the application form. In all cases the documents seen should be the most recent available, and no older than 3 months, unless the document used to verify address is only issued on an annual basis.

- Utility bill, (water, gas, electricity, landline telephone connection) rates invoice, council tax notification
  - Please note, mobile telephone bills, cable TV bills and internet service provider's bills are not acceptable as evidence of address.
- · Current driving licence with photograph
- Tax assessment document
- Extract from the official Registrar of Electors
- Bank account statement

Please note, statements of credit cards and non-bank cards, such as store cards, are not acceptable.

- State pension, benefit or other government-produced document showing benefit entitlements
- A letter from the employer of the individual confirming the residential address and the policyholder's position within the company –
  if the client is the owner/part owner of the company a letter from the company will not be accepted.
- Proof of ownership or rental of the residential address
- Mortgage statement.

These documents must be certified (please refer to Step 3).

### Step 3

# Authentication of documents by a suitable certifier (for each applicant)

# Background

Incorrect certification of documents is one of the main reasons for delays in processing applications. The Isle of Man Financial Services Authority, our principal regulator, is very specific about how documents are to be certified, and who can perform this function.

# Certification of copy documents

The certifier must state on the document:

'I certify that this is a complete and accurate copy of the original documentation that I have seen'

Signed: (the signature of the certifier)

Name: (the printed name of the certifier)

Position or capacity: (the position or capacity of the certifier)

Date: (the date of certification)

Improper certification could lead to delays.

If the document is more than one page the certifier can either:

- certify each page individually; or
- certify the top page and add a statement detailing the number of pages of the original documentation seen.

# Who can certify a copy of an original document?

An adviser who has been appointed by us as a suitable certifier for the financial advisory firm you are dealing with.

A notary public, licenced lawyer or solicitor.

A notary public is a public officer appointed under authority of state law with power to administer oaths, certify affidavits, take acknowledgements and take depositions or testimony.

An employee of Friends Provident International Limited.

## Translation of documents not written in English

Where a document submitted for address verification is not written in English, we require the certifier to explain on the document:

- What the document is
- Indicate where the applicant's name and address is printed
- The certifier should translate the relevant part(s) into English
- The certifier should also write a statement onto the document to the effect that:

'I certify that the English translation provided is a true translation of the relevant part(s) of this document....'

Signed: (the signature of the certifier)
Name: (the printed name of the certifier)

Position or capacity: (the position or capacity of the certifier)

Date: (the date of certification)

### Step 4

# **Background**

Isle of Man authorised life companies are required by the Isle of Man Financial Services Authority, to make enquiries as to how a client applying for one of our products has acquired the monies that will be invested. This Source of wealth information is an integral part of the overall 'Know Your Client' (KYC) requirements that we must perform. It is also a legal, as well as a regulatory requirement, to perform a risk-based assessment of the applicant and conduct enhanced due diligence where higher risk circumstances are identified. This means that in certain circumstances independent evidence will be required to support the explanation of the client's Source of wealth. Incorrect certification of documents is one of the main reasons for delays in processing applications. The Isle of Man Financial Services Authority, our principal regulator, is very specific about how documents are to be certified, and who can perform this function.

# Information to be provided

On pages 10, 11 and 12 of this application form, you should clearly explain how you have acquired the wealth that you will use to pay contributions.

### Supporting documentation to evidence Source of wealth

Friends Provident International uses both the payment size and your residential location to identify when applications require documentary evidence. Evidence will be required where the payment is on or above the limits.

Payment levels and country risk ratings are subject to alteration and for that reason you will need to refer to the premium limits table published on the company's website. It is available in PDF format on our website.

You will need to combine the payment levels indicated in the premium limits table with the risk rating of your country of residence (or country where wealth is generated), to determine whether evidential support should be submitted with this application. We need documentary evidence each time a payment moves the total cumulative payment on, or higher than, the premium limits allocated to the particular country risk. Your financial adviser, who has recommended this product to you, will be able to help and advise you with this.

**Important note to the introducing intermediary: ALL COPIES** of original documentation must be properly certified by you, the introducing intermediary, in the same manner as you would certify client identity documentation and residential address proof.

### **Trust applications**

Where the payment is made by the trustees, the same Source of wealth information as above should be provided for the settlor and settled monies.

# Important information

Any references to 'we', 'us' and 'our', refer to Friends Provident International. Friends Provident International is a business name for Friends Provident International Limited.

# **Product information**

The information given in this document is based on our understanding of current law and taxation practice which may change in the future. No liability can be accepted for any personal tax consequences of this scheme or for the effect of future tax changes or legislative changes. We do not condone tax evasion and our products and services may not be used for evading your tax liabilities.

A specimen policy document and/or copy of this completed form are available on request.

Insurance plans may not be suitable for everyone. Investment involves risk and each class of investment will involve its own individual level of risk. We recommend that you read the Premier Advance product brochure, product guide and policy conditions carefully and discuss fully both the suitability of Premier Advance and the specific risks associated with individual investments with your financial adviser before making any investment decisions.

Premier Advance is intended for medium to long-term investment and is not therefore designed for early cash-in. If you do cash-in your plan early, a surrender charge may be applied. The earlier you terminate your plan, the more you may lose.

### **Funds**

All fund performance is quoted net of annual charges. However, fund performance should not be viewed as an indication of future performance – the value of your investment cannot be guaranteed and you may get back less than you paid in.

Fund prices may go up and down depending upon the underlying investment performance or, where investments held within a fund are not denominated in the currency of that fund, simply because of movements in currency exchange rates.

# Policyholder protection

To ensure the protection of policyholders' interests there are a number of measures in place that apply to business written by Isle of Man authorised insurers:

- Ring-fencing of assets the Insurance Act 2008 requires insurers to keep payments received in a special 'long-term business fund',
  which (subject to certain very limited exceptions) can only be used to meet the claims and long-term liabilities of policyholders. It
  also requires the insurer to hold funds in excess of its long-term liabilities, and submit independently audited annual solvency reports
  to the regulator.
- A policyholder compensation fund in the event that the above measures fail, and we are unable to meet our liabilities, all policyholders will benefit from the protection of the Life Assurance (Compensation of Policyholders) Regulations 1991 of the Isle of Man, wherever their place of residence. The regulations provide that in the unlikely event that we become insolvent, a levy would be made against all other Isle of Man resident life assurance companies so that up to 90% of our liabilities to policyholders would be met (without any upper monetary limit).

Investors should be aware that specific investor protection and compensation schemes that may exist in relation to collective investments and deposits accounts are unlikely to apply in the event of failure of such an investment held within insurance contracts.

In the event that you have a complaint that we are unable to settle, you may refer your complaint to the Financial Services Ombudsman Scheme (FSOS) for the Isle of Man. You can contact the FSOS at Government Buildings, Lord Street, Douglas, Isle of Man IM1 1LE.

Each plan is governed by and shall be construed in accordance with the laws of the Isle of Man.

Please note that some telephone communications are monitored.

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Friends Provident International Limited: Registered and Head Office: Royal Court, Castletown, Isle of Man, British Isles, IM9 1RA. Telephone: +44 (0)1624 821212 | Fax: +44 (0)1624 824405 | Website: www.fpinternational.com. Isle of Man incorporated company number 11494C. Authorised and regulated by the Isle of Man Financial Services Authority. Provider of life assurance and investment products. Authorised by the Prudential Regulation Authority. Subject to regulation by the Financial Conduct Authority and limited regulation by the Prudential Regulation Authority. Details about the extent of our regulation by the Prudential Regulation Authority are available from us on request. Singapore branch: 4 Shenton Way, #11-04/06 SGX Centre 2, Singapore 068807. Telephone: +65 6320 1088 | Fax: +65 6327 4020 | Website: www.fpinternational.sg. Registered in Singapore No. T06FC6835J. Licensed by the Monetary Authority of Singapore to conduct life insurance business in Singapore. Member of the Life Insurance Association of Singapore. Member of the Singapore Financial Dispute Resolution Scheme. Hong Kong branch: 803, 8/F., One Kowloon, No.1 Wang Yuen Street, Kowloon Bay, Hong Kong. Telephone: +852 2524 2027 | Fax: +852 2868 4983 | Website: www.fpinternational.com.hk. Authorised by the Insurance Authority of Hong Kong to conduct long-term insurance business in Hong Kong. Dubai branch: PO Box 215113, Emaar Square, Building 6, Floor 5, Dubai, United Arab Emirates. Telephone: +9714 436 2800 | Fax: +9714 438 0144 | Website: www.fpinternational.ac. Registered in the United Arab Emirates with the UAE Insurance Authority as an insurance company. Registration date, 18 April 2007 (Registration No. 76). Registered with the Ministry of Economy as a foreign company to conduct life assurance and funds accumulation operations (Registration No. 2013). Friends Provident International Limited.