

# Additional Permitted Subscription

APS ISA External Transfer Form

When we say 'we' or 'us', we mean abrdn Fund Managers Limited.

## Who is this form for?

This form can be used to request that your APS allowance be transferred to us if your late spouse or civil partner held an ISA with another ISA manager. Please note that this form will only transfer the APS allowance to us, not the money and the assets held within the deceased's ISA.

If you need any help completing this form, please contact us on 0345 113 6966. Calls may be monitored and/or recorded to protect both you and us and help with our training. Call charges may vary.

We will advise you as to when the APS allowance has been transferred to us. At this stage, and not before, you will be able to invest in an abrdn Fund Managers Limited ISA up to the APS allowance (using a separate application form).

Once the APS allowance has been transferred to us, you will have three years from the date of your partner's death (or 180 days after the administration of the estate is complete, if later) to invest up to the APS allowance.

Only complete the sections that are applicable to you; missing information will prevent us from accepting your application.

Please use **BLOCK CAPITALS** to fill in this form. Do not use correction fluid if you make a mistake. If you need to correct a mistake, please initial any changes you make.

Please sign and date the Declaration and return this form to: **abrdn Fund Managers Limited, PO Box 12233, Chelmsford, CM99 2EE**

## 1. Your Personal Details (mandatory section)

Mr ☐ Mrs ☐ Miss ☐ Preferred Title ☐ (please specify):

Surname:

Forename(s) in full:

Residential Address:

Other Address (if different from the residential address):

Postcode:

Postcode:

Phone:

Correspondence address ☐

Ad Hoc Address ☐

Email:

Date of birth:

Nationality:

### Important

Please provide your National Insurance Number. This is a HMRC requirement and must be completed. If you do not have one please tick the box to declare this.

National Insurance Number:

I do not have a National Insurance Number:

☐

If you are an existing abrdn client, please provide your investor reference here:

## 1. Your Personal Details (continued)

### Nominated Person:

(If you wish to nominate a person to have access to obtain information on your account on your behalf, please fill the details below – please note this person will **not** have authority to place a dealing instruction on your account or make any other changes to your account)

Nominated person's name:

Address:

Contact number:

## Part 2 – Details of the Deceased (mandatory section)

Deceased's existing investor reference (if applicable):

Title:

Date of birth:  
(DD/MM/YY)

Surname:

First names (in full):

Permanent UK residential address: (at date of death)

Postcode:

### Important

Please provide a National Insurance Number. This is a HMRC requirement and must be completed. If you do not know this please tick the box to declare this.

National  
Insurance Number:

Deceased did not  
have a National  
Insurance Number:

☐

Date of death:  
(DD/MM/YY)

Date of marriage or  
civil partnership:  
(DD/MM/YY)

Please give details of the ISA from which the APS is to be transferred.

## Part 3 – APS Allowance Transfer Information

### Part 3 – APS Transfers (from an external ISA manager)

ISA Manager (of the deceased):

ISA Account Number:

ISA Manager Address:

Please be aware that an APS allowance can only be transferred once and only where no subscriptions have been made under that APS allowance. Once transferred subscriptions may only be made in cash. Not all ISA managers allow for multiple subscriptions to an APS allowance and where only a one-off APS allowance subscription is allowed any unused balance will be lost.

## Part 4 – Data Protection and Money Laundering

### Data Protection Information

We will collect and use personal information about you (and other named individuals, where applicable) as provided on this application in order to provide this product or service and manage our relationship with you.

The information collected may be shared with other parts of abrdn plc, and other companies we work with to support us in the provision of this product or service. We may also share your information with our regulators and HM Revenue & Customs, where necessary and lawful to do so. Whenever we share your personal information, we will do so securely and only where necessary to provide the agreed service.

The majority of your information is processed in the UK or European Economic Area (EEA). However, some of your information may be processed by us or the third parties we work with in countries outside of the UK or the EEA. Where your information is being processed outside of the UK or the EEA, we take additional steps to ensure that your information is protected to at least an equivalent level as would be applied by UK or EEA Data Protection Laws e.g. we will put in place legal agreements with third parties and abrdn affiliates with ongoing oversight to ensure they meet these obligations.

For more information on how abrdn processes personal information and what your rights are, please see our Privacy Notice online at <https://www.abrdn.com/en-gb/personal/privacy>.

### Money Laundering Information

To comply with the UK's Money Laundering Regulations, we are required to verify your identity by carrying out an online check with a reference agency. Where an online check is carried out, the agency will verify your identity against public records and it will also check whether you have a credit history (but it will not disclose any information about your actual borrowings). The agency will add a note to show that an identity check was made to your credit file, but this information will not be available to any third parties. If the online check does not confirm your identity, we will be required to carry out a manual check by requesting further documentation from you. You must provide such documents to us as we may request from time to time, as Anti-Money Laundering Regulations prevent us from continuing to accept investments or releasing proceeds without first having verified your identity.

You must ensure that the details we hold for you are correct.

Your address must be your personal home address. You must notify us promptly (our contact details are available on page 1) if there is a change to any of the following:

- your name;
- your address;
- your bank or building society account.

Any such changes may require us to carry out a further verification of your identity.

## Part 5 – Transfer Declaration (we will send this to the former ISA Manager)

Investor details and details of the deceased. abrdn Fund Managers Limited will send this page to the former ISA Manager to arrange the transfer of the APS allowance.

Full name of deceased:	
Permanent residential address: (at date of death)	
	Postcode:
National Insurance Number:	No National Insurance Number: <input type="checkbox"/>
Date of death: (DD/MM/YY)	Date of birth: (DD/MM/YY)
Deceased account number:	
Investor full name:	
Permanent residential address:	
	Postcode:
Investor date of birth: (DD/MM/YY)	
Investor National Insurance Number:	No National Insurance Number: <input type="checkbox"/>
Name of Existing ISA manager:	

## Part 6 – APS Eligibility Declaration

When making an additional permitted subscription the surviving spouse or civil partner must declare:

1. I am the surviving spouse or civil partner of the deceased.
2. I was living with the deceased within the meaning of section 1011 of the Income Tax Act 2007 at the date of the deceased's death.
3. The subscription is made under the provisions of regulation 5DDA of the ISA regulations.
4. The subscription is being made:
  - for 'in specie' transfers, within 180 days of beneficial ownership passing to the surviving spouse or civil partner
  - for cash subscriptions, within 3 years of the date of death
  - if later than 3 years, 180 days of the completion of the administration of the estate.

**Please ensure you sign and date here or we will have to return your application.**

Signature:

Date (DD/MM/YY):