

Climate Assets Fund  
Stocks and Shares ISA  
**Transfer Form**

The Climate Assets Fund is a sub-fund of the Sun Portfolio Fund

Investment Solutions for a changing world

# Climate Assets Fund - Stocks and Shares ISA Transfer Form

If you hold one or more Individual Savings Accounts (ISAs) with other ISA managers, you can transfer all or part of these to the Elite Stocks and Shares ISA by completing this Transfer Form and returning it to your Financial Adviser. You also need to complete a Transfer Instruction Form for each of the ISAs you wish to transfer.

## 1. Personal Details (BLOCK CAPITALS please)

Title	Surname	Forename(s)
Permanent Residential Address		
Postcode		
National Insurance Number*	If you do not have a National Insurance Number, please tick this box <input type="checkbox"/>	
Date of Birth	Telephone	

\*Your National Insurance Number (NINO), or National Pension Number and Date of Birth must be quoted. Your NINO should be available on either your payslip, form P45 or P60, a letter from HM Revenue & Customs (or DWP), or on your pension order book.

## 2. Reinvestment Details

Climate Assets Fund - Retail Accumulation/Income* Shares	100 %
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\* Delete as appropriate

### Please remember that:

- You can transfer a Stocks and Shares ISA to the Elite Stocks and Shares ISA.
- You can transfer a Cash ISA to the Elite Stocks and Shares ISA.
- Current tax year ISA subscriptions must be transferred in their entirety.
- Previous tax year subscriptions can be transferred in whole or part.

If you are in any doubt about the current status of your existing ISA, you should contact your usual financial adviser.

## 3. Income (Please complete if you have selected Income Shares)

You must complete the following boxes to indicate where any income should be paid, as all income is paid by BACS direct credit.

If no bank details are given, Accumulation Shares will be allocated by default.

**Please note that you should ensure the bank/building society account detailed can accept payments by this method.**

Name and full address of Bank/Building Society		
Sort Code	Account Name	Account Number

Account must be in the name of the Applicant. Documented proof of this must be sent with this application. This should take the form of a certified copy of a bank statement (internet banking statements are not acceptable), a cancelled cheque, or paying-in slip from the back of a cheque book.

#### 4. Declaration

- I wish the proceeds of my transferred ISA(s) to be used to purchase shares in the Climate Assets Fund as detailed in Section 2 of this form.
- I am 18 years or over.
- I am resident and ordinarily resident in the United Kingdom for tax purposes or, if not so resident, either perform duties which, by virtue of Section 28 of the Income Tax (Earnings & Pensions) Act 2003 (Crown Employees Serving Overseas), are treated as being performed in the United Kingdom, or I am married to, or in a civil partnership with, a person who performs such duties. I will inform Elite Fund Administration if I cease to be so resident and ordinarily resident or to perform such duties or be married to, or in a civil partnership with, a person who performs such duties.
- I authorise Elite Fund Administration to hold my cash subscriptions, ISA investments, interest, dividends, and any other rights or proceeds in respect of those investments and any other cash to make on my behalf any claims for relief from tax in respect of ISA investments, and transfer or pay to me, upon written request, ISA investments, interest, dividends, rights or other proceeds in respect of such investments and any other cash.
- I declare to the best of my knowledge and belief that the above information is true and correct and will inform Elite Fund Administration without delay, of any changes to the information given.
- I confirm that I have received, read and retained a printed copy of the relevant Elite Stocks and Shares ISA Key Features document and agree to the Elite Stocks and Shares ISA Terms and Conditions.
- I confirm I have received, read and retained a printed copy of the relevant Simplified Prospectus and that I have been offered a copy of the Prospectus and the Authorised Corporate Director's Report for the Climate Assets Fund which is a sub fund of the Sun Portfolio Fund.
- I also confirm that all subscriptions made and to be made, belong to me.
- I understand that Elite Fund Administration may require further information from me, or about me, to satisfy the requirements of the Money Laundering Regulations in force.

#### Cancellation Rights

Under the Financial Services Authority's Conduct of Business Sourcebook, cancellation rights will apply where the contract was arranged through an independent intermediary, unless they hold an appropriate customer agreement with you, or dealt on your behalf on an execution-only basis. A copy of the Scheme Particulars is available, free of charge, on request. A copy of this completed application form is also available on request.

If Cancellation Rights **do** apply please tick this box

#### Data Protection Act

The details you have provided will be held on computer by Elite Fund Administration, but will not be used for any purpose except to fulfil its obligations to shareholders.

Applicant's Signature

Date

For Intermediary Use Only

Intermediary Stamp

Comments

Registered Individual

**Cheviot Asset Management Limited**  
**90 Long Acre, London WC2E 9RA**

Telephone: 020 7845 6150

Facsimile: 020 7845 6155

Cheviot Assets Management is authorised and regulated by the Financial Services Authority. Registered No.1754391 England and Wales.

**Elite Fund Administration**

**Cedar House, 3 Cedar Park, Cobham Road, Wimborne, Dorset BH21 7SB**

Telephone: 01202 855856

Facsimile: 01202 855850

Registered No.4011838 England and Wales

Elite Fund Administration is a trading name of WAY Fund Managers Limited which is authorised and regulated by the Financial Services Authority.

A member of IMA.

## Climate Assets Fund ISA - Transfer Instruction Form

Existing ISA Plan Manager's Name and full address

Plan Reference

The ISAs for the following tax years are to be transferred to the Elite Stocks and Shares ISA  
e.g. 1999/2000 (Note: If all tax years are to be transferred, state "ALL")

Type of ISA being transferred                      Cash ISA \*\*                      Stocks & Shares ISA \*\*                      \*\* Delete as appropriate

Please indicate the approximate value of the ISA to be transferred:    £

Please transfer my current ISA, detailed in this Transfer Instruction Form, to WAY Fund Managers Limited. I understand that investments in my existing ISA will be liquidated and the proceeds transferred to WAY Fund Managers Limited in accordance with ISA Regulations. Payment should be made to 'WAY Fund Managers Limited.' I authorise you to provide WAY Fund Managers Limited with any information they request regarding my ISA.

Applicant's Name (BLOCK CAPITALS please)

Applicant's Signature:

Date:

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Existing ISA Plan Manager's Name and full address

Plan Reference

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e.g. 1999/2000 (Note: If all tax years are to be transferred, state "ALL")

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