

Aegon ISA top up form

'I', 'me', 'you', and 'your' refers to you, the customer named in section 1, and 'Aegon', 'we' or 'our' refers to Cofunds Limited. 'Adviser' refers to the Nationwide Financial Planning Manager.

Use this form to top up your existing Aegon ISA. The overall ISA allowance is £20,000 for the 2019/2020 tax year.

You must have received an illustration, key features, terms and conditions, and a Key Investor Information Document (KIID) or a key information document for each investment you're choosing before we can process your application. If you don't have any of these documents you can contact us by email: aegonipsadministration@aegon.co.uk.

Please complete this form in BLOCK CAPITALS and email it to: aegonipsadministration@aegon.co.uk.

Whenever you see this icon , we're asking you to send additional material with this form.

Where you currently hold investments in commission-included share classes in your Aegon ISA and Aegon GIA:

You have received information regarding converting your commission-included investments to commission-free and the relevant charges. When we receive this instruction, we'll start that conversion.

Where you haven't already chosen the level of service you need, your Personalised Charges Schedule (PCS) has been produced using the Nationwide service charge of 0.5%. You have the right to opt out of this and instead move onto the pay as you go advice charge service. You can find more information in the covering letter that accompanies your PCS. Please tell us below which service charge you'd like to choose:

- Please leave me on the 0.5% service charge.
- I'd like to move to the pay as you go advice charge service.

If you don't tick one of the above boxes to tell us which service you'd like, you'll remain on the 0.5% service charge until you tell us otherwise.

For the purpose of our records we'll process this instruction on the basis that you haven't received financial advice.

1. Customer details

1.1 Product number

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Mr / Mrs / Miss / Ms / Other – please specify

Full forename(s)

Surname

Date of birth

D	D	M	M	Y	Y	Y	Y
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1.2 Please tell us:

National Insurance number

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You should be able to find your National Insurance number on a payslip, from a P45 or P60, or a letter from HM Revenue & Customs (HMRC).

I **don't** have a National Insurance number

Permanent residential address

Postcode

2. Top-up details

2.1 I will be subscribing into my Aegon ISA by:

Cheque Amount

Bank transfer Amount

You can find our bank details, for when you instruct your bank to make the transfer, with your illustration.

2.2 Please ensure for both bank transfers and cheques you give your Aegon ISA product number, or your surname and date of birth as the reference when you make the payment to ensure we can tie it up with your account.

Cheques must be made payable to Cofunds for Nationwide. For a building society cheque your name must appear on the front of the cheque, or on the back of the cheque accompanied by the building society's stamp and signature.

We might need to confirm where the money you are investing has come from. If we do, we'll contact you to ask you where the money has come from and for documentary evidence of this.

4. Investment Income options

If you have income-generating investments, this section lets you choose how any income distributions paid from those investments should be dealt with, when we receive them from the investment provider. We'll apply your selection to all income generating investments you hold within the Aegon ISA.

As you have an existing Aegon ISA with us, if you don't select an option below, we'll apply your existing income option, for any income units/shares you currently hold with us.

Please tick one of the following options:

- Reinvest** (default) – reinvest any income received back into the same investment.
- Leave in cash** – pay any income into the Aegon ISA cash facility.
- Consolidated natural income** – pay any income received to your nominated bank account as a monthly payment. (Complete section 5 to nominate a bank account).

If you choose 'consolidated natural income', this will count as a withdrawal from your Aegon ISA.

The flexible ISA subscription rules introduced on 6 April 2016 don't apply to the Aegon ISA. This means if you make a withdrawal from your Aegon ISA you won't be able to replace it without it counting against your annual ISA allowance for the current tax year.

5. Bank details for payments out of investments

Please provide details of the bank/building society account your consolidated natural income is to be paid to.

Payments can only be made to a personal account in your name.

If this is the first payment to your nominated bank account, you may need to give us a certified copy of your bank statement and driving licence (as proof of signature). We'll contact you if we need this.

Name of bank/building society

Branch sort code

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Bank/Building account number

Building society roll number (if applicable)

Payments to building society accounts may take up to 10 days longer than payments to bank accounts.

Account name

6. Customer declaration

In this Declaration:

'I', 'you', 'your', 'me' or 'my' refers to you, the customer named in section 1, 'Aegon' refers to Cofunds Limited, and 'Adviser' refers to Nationwide Financial Planning Manager.

It's important that you read the following declarations before proceeding with making a top up to your Aegon ISA. It's your responsibility to ensure that any payments you make to your Aegon ISA are within the ISA yearly subscription limits set by HM Revenue & Customs.

General Declaration

6.1 Aegon relies on the information contained in the following documents as they form the basis of you making a top up to your Aegon ISA:

- the application;
- these declarations and any other declarations made when applying to make a top up to your Aegon ISA;
- the contract note (where applicable), and
- the Aegon Platform - for Nationwide Building Society customers terms and conditions.

I confirm that I have had the opportunity to read these documents carefully (other than the contract note in relation to making the top up which will be given to me in accordance with the Aegon Platform – for Nationwide Building Society customers terms and conditions), along with the key features document, my personal illustration, key investor information documents and the declarations in this application before completing this application process.

6.2 I confirm that I am habitually resident in the United Kingdom.

6.3 I accept that the information and documents I have been provided with should not be taken as advice or a recommendation from Aegon.

6.4 I accept that Aegon has not and will not assess my suitability for making a top up to my Aegon ISA or any investment decisions I make. This means I will not benefit from the protection of the Financial Conduct Authority's rules on assessing suitability. If I have any doubts about the suitability of making a top up to my Aegon ISA, I should speak to an adviser.

6.5 Where I currently hold investments in commission-included share classes under my Aegon GIA and/or my Aegon ISA:

- I instruct Aegon to purchase commission-free share class investments (where appropriate) and to arrange the conversion of all commission included share class investments I hold under my Aegon GIA and/or Aegon ISA to commission-free share class investments.
- I have had the opportunity to read the fund specific information and/or Key Investor Information Documents (KIIDs) relating to my investment(s).
- I agree that once a commission-included share class has been converted to another share class within an investment, it cannot be converted back.
- I am aware that no transactions can be carried out on the affected units while the conversion takes place.
- I agree that any loyalty bonus I receive will stop once the conversion is complete.

I declare that:

6.6 I have had the opportunity to read the Aegon Platform – for Nationwide Building Society customers terms and conditions and hereby agree to be bound by the terms.

6.7 I apply to make a top up to my Aegon ISA.

6.8 Where my Aegon ISA is not capable of accepting a top up, I apply to subscribe for a stocks and shares ISA for the tax year 2019/2020 and each successive year until further notice.

6.9 All subscriptions made, and to be made, to the Aegon ISA belong to me.

6.10 I am 18 years of age or over.

6.11 Except where allowed by legislation, I have not subscribed/made payments to, and will not subscribe/make a payment, more than the overall subscription limit in total to any combination of permitted ISA types in the same tax year.

