

Aviva Life International Limited

Regular withdrawal form



This form is for use with your **International Core Funds Bond from Aviva**. It should be completed if you wish to receive regular withdrawals from your bond. On completion please return to Aviva Life International Limited, Montague House, Adelaide Road, Dublin 2, Ireland. Full details of regular withdrawals can be found in the technical guide. Please read the important notes overleaf.

1 Personal details

Bond number

Name of bondholder(s)

2 Details of withdrawals required

The maximum regular withdrawal in any policy year is 7.5% of:

- your single investment if selected at outset
- or the lower of 7.5% of:
 - the current bond value at the time we received the request. Please note that the value of your With-Profit Fund excludes any final bonus or market value reduction if selected at a later date.
 - the initial amount invested.

The minimum payment is £50/ €75/ \$75.

Regular withdrawals of up to 5% of the original investment in the With-Profit funds in any policy year are MVR free if selected at outset and uninterrupted since, or if later, at a time when no market value reduction is applying and no decision has been taken to apply one. Where we apply a market value reduction, it will apply to the whole amount withdrawn.

a. Payable

Yearly

Half-yearly

Termly (every four months)

Quarterly

Bi-monthly

Monthly

Starting on the 15th of

Withdrawals cannot commence until at least one month after we receive this form.

b. Amount

%

percentage of initial investment

If the current value of your bond is less than the initial investment, your withdrawal instructions may exceed the permitted maximum. In this instance, we will contact you to confirm the maximum permitted regular withdrawal amount.

or

Fixed payments of

£/€//\$

each payment (taken across all individual policies)

continued

c. Fund specific withdrawals

Regular withdrawals will be taken by cancellation of units from all funds held in the bond unless requested otherwise by completion of the boxes below. If you choose a fund specific regular withdrawal then the amount you may take from our With-Profit Funds in any policy year must not exceed 7.5% of the lower of:

- your single investment in our With-Profit Funds
- the value of your With-Profit Funds excluding any final bonus or market value reduction.

The amount to be cancelled must be shown in the same format as previously chosen.

For example, if a percentage amount was used in Section 2b, please show a percentage amount in the boxes below.

If a monetary amount was used in Section 2b, please use a monetary amount in the boxes below.

Fund code	Fund name	Whole amount to be cancelled	
		%	or £/€//\$
Total		To equal the amount previously chosen	

Please continue on a separate sheet if necessary

d. Payment details All payments will be made to the bondholder/trustee in the bond currency and sent to the account specified below via bank transfer usually within 10 working days.

Name and address of bank/building society

Country Postcode

Name of account to be credited

Sort code
(for GBP payments through a UK bank) - -

Account number

Swift code
(for all GBP payments through a non-UK bank)
(for all EUR and USD payments)

International Bank Account Number (IBAN)
(required for all EU payments outside of the UK)

3 Important information for investors in our With-Profit Funds

In order to ensure fairness of treatment between bondholders the value of units you sell may be reduced. This is called a market value reduction. **If you request a withdrawal of 5% or less of your single investment from our With-Profit Funds at the start of your bond, we won't apply a market value reduction.**

We won't process a request from you for a transaction that attracts a market value reduction unless we have explicit confirmation from you that we can proceed.

If you are invested in our With-Profit Funds, please tick one of the boxes below to instruct us on how to proceed if a market value reduction is to be applied.

- a) I instruct you to proceed with the application of the market value reduction (if any).
- OR**
- b) Please contact me/my financial adviser to confirm the amount of market value reduction (if any) before processing.
I understand that this may delay the processing of this request.

continued

Full contact telephone number for me/my financial adviser.

For up-to-date information on your bond value, bonus rates and the market value reduction (if any) please contact our With-Profit Helpline on **0845 300 1602** (UK local rate) which will be charged at the local rate or **00 353 1 802 8495** (for International dialling).

4 Declaration

In the case of personal investors, where there are two bondholders both should sign the declaration below unless authorisation was given in the original application for Aviva Life International Limited to accept the signature of either bondholder.

In the case of corporate and trustee investors, all authorised officials or trustees should sign the declaration below.

- I wish to receive regular withdrawals by selling units to provide the amount detailed in this form. I confirm that the bond has not been assigned or otherwise dealt with and I have no knowledge of a third party whose interest would be affected by this request.
- I confirm the transfer of payments into the notified account will be full discharge of all liability of Aviva Life International Limited for the withdrawals under the above-mentioned bond.

First bondholder's signature

Date

Second bondholder's signature
(if applicable)

Date

First authorised
official/trustee's signature

Date

Name

Second authorised
official/trustee's signature

Date

Name

Third trustee's signature
(if applicable)

Date

Name

Fourth trustee's signature
(if applicable)

Date

Name

Important notes

The bond document is not required with this request.

The units in your bond will be priced and dealt on a "forward basis". As long as we get your transaction request before 4.00pm, you get the unit price for that day. The price for that day will be the fund manager's price as provided to us on the next business day. We publish the unit prices once we have received them from the fund managers. Payment will normally reach the account within 10 working days.

In the case of fund specific regular withdrawals, you will be advised if, at some future point, the amount remaining in a fund is likely to be insufficient to meet the next payment in full. You will be required to submit new instructions. Full details can be found in the technical guide applicable to your bond. In the absence of new instructions, all withdrawals will cease when a fund is depleted.

The minimum amount that must be left in the bond for regular withdrawals to continue is 20% of the original payment for the first five years and £1,000 (€1,500 or \$1,500) thereafter.

We reserve the right to refuse to sell units if, when you take a regular withdrawal, there will be less than £1,000/€1,500/\$1,500 in your fund.

All references to personal taxation below are based on Aviva Life International Limited's understanding of UK law and HM Revenue & Customs practice as at December 2010. The future basis and rates of tax may vary. Although every effort has been made to ensure its accuracy, no responsibility can be taken for Aviva Life International Limited's interpretation. If you are a non-UK resident please contact your financial adviser or applicable tax authority for advice on the taxation implications of owning your bond.

If you are a UK resident, there is no immediate liability to income tax if the amount withdrawn from your bond across all individual policies does not exceed the 5% allowance. This allowance is calculated as 5% on the investment in the year it is made and 5% each year for the following 19 years. The 5% allowance is cumulative. If it is not used in one year it can be transferred to the next, and so on.

When your bond or any of your individual policies come to an end, there may be an immediate liability to income tax on any chargeable gain. The amount of this gain, if any, is calculated by adding the final encashment value to any previous withdrawals and then subtracting the original investment and any previous chargeable gains. Any gain can be reduced for the time you're resident outside the UK, but this relief may not be available to policies held under trust, if any of the trustees are not UK resident.

Any gains in respect of bonds held under trust will be assessed against the creator of that trust (the settlor). If the settlor is not a resident in the UK or has died, the trustees will be liable for the tax on any gain. If all of the surviving trustees are not resident in the UK, then UK ordinarily resident beneficiaries will be liable for income tax on any gain they receive.