

## International Investment Bond International Portfolio Bond Fund switch request form

This form should be completed if you wish to switch all or part of your investment into different funds. On completion please return to Aviva Life International Limited, Montague House, Adelaide Road, Dublin 2, Ireland. Confirmation of the fund switch will be issued. Please read the important notes overleaf.

### 1 Personal details

Name of bond *Tick as appropriate*

International Investment Bond	<input type="checkbox"/>	International Portfolio Bond	<input type="checkbox"/>
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Bond number

Name of bondholder(s)

### 2 Fund switch details *Please provide exact details of your fund switch requirements below*

Full details of all the funds available can be found in the International Investment Bond and International Portfolio Bond Fund Guide. Full details of all funds can be found by visiting our website on [www.aviva.co.uk/international](http://www.aviva.co.uk/international)

You can switch a minimum of £1,000 (\$1,500 or €1,500), provided at least £1,000 (\$1,500 or €1,500) remains in the fund. Where the value of your fund is less than this amount, you must switch out of the fund completely. You can invest in up to 20 funds, at any one time.

*Please use the left-hand column to list all of your 'switching out' requirements. Clearly state the percentages of your holding in each relevant fund to be switched out. If you want all of your money in a fund 'switched out' please state 100%. This money will then be combined into one amount that must be switched into a fund or funds of your choice. Please use the right-hand column to list your 'switching-in' requirements, making sure that the whole percentage amount(s) equal 100%.*

**You must switch into the same series of funds that you are currently invested in, so S3 into S3 funds. (If you are unsure please speak to your Financial Adviser).**

#### Fund Switch Details

##### Switching out requirements

Fund code	Fund name	Whole % to be switched out
SL02	Aviva Sterling Reserve Int	75 %
SF12	Aviva UK Index Tracking Int	50 %
		%
		%
		%
		%
		%
		%
		%
		%
		%
		%
		%
		%
		%

##### Switching in requirements - total must equal 100%

*The total proceeds generated from the left-hand column are to be allocated as below*

Fund code	Fund name	Whole % to be switched in
SG11	Aviva Schroder Pacific Int	20 %
DF05	Aviva US Growth Int	80 %
		%
		%
		%
		%
		%
		%
		%
		%
		%
		%
		%
		%
		%

Please continue on a separate sheet if required

Total must equal

100%

### Important notes

A number of switches can be made free of charge each bond year. Full details of fund switching can be found in the 'Technical Guide' for your bond. All instructions provided in the 'Fund switch details' table will represent one switch. The fund switch will be effected in accordance with the terms of your bond document. 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.

**When completing this 'Fund Switch Request Form', please take the fund details from the 'Fund Guide'. This can be found in the literature section of our website. It is your responsibility to ensure that the details you give match the details in the 'Fund Guide' for each fund you select.**

We may make a deduction from your Bond to pay tax where we are legally obliged to do so. We'll tell you when we make such a deduction. Where there is no legal obligation on us to make a deduction, any tax liability that may arise will be your responsibility.

We will not normally delay in selling holdings. However, we have the right to delay in selling holdings and in making payment to you. Please see the 'Deferment of transactions' section in the Technical Guide.

### 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 (and not subsequently revoked in writing) for Aviva Life International Limited to accept the signature of either bondholder.**

**In the case of corporate and trustee investors, both authorised officials or trustees, as per the original application (unless subsequently amended and notified in writing to Aviva Life International Limited), should sign the declaration below.**

I understand that some funds now available for my bond may not be managed by Aviva fund managers.

I understand that each fund available for my bond has its own Management Charge and that there is no longer one Management Charge for each fund 'Sector', as described in the original bond literature.

I have read the 'Fund Guide' and understand the charges for each fund that I am choosing to switch into.

I wish to cancel the relevant units and apply their value, after deducting any appropriate switching charge, if any, so that my investment is allocated as shown in 'Fund switch details'.

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.

First bondholder	Signature	<input type="text"/>	Date	<input type="text"/>
Second bondholder	Signature	<input type="text"/>	Date	<input type="text"/>
First authorised official/trustee	Signature	<input type="text"/>	Date	<input type="text"/>
Name	<input type="text"/>			
Second authorised official/trustee	Signature	<input type="text"/>	Date	<input type="text"/>
Name	<input type="text"/>			