

# International Premier Portfolio from Aviva

## Application for asset transfers by Discretionary Managers (Initial and extra investments)



This application should be completed in conjunction with the International Premier Portfolio application form or additional investment Application form.

Whether you are a Bond Applicant or an existing Bondholder, this application forms an integral part of your contract with us.

**On completion please return to Aviva Life International Limited, Montague House, Adelaide Road, Dublin 2, Ireland.**

**Investors affected by UK tax rules should note that this will create a disposal for capital gains tax purposes.**

**Please note that by signing this form you are aware that the Discretionary Manager (or their Custodian) already has legal ownership of the funds, and that by signing this form you are agreeing to transfer the beneficial ownership of these funds to Aviva Life International Limited.**

For initial investments this service is available for investments over £50,000 (€75,000 or \$75,000) for charging structure options 1, 2 and 3 and for investments over £100,000 (€150,000 or \$150,000) when using charging structure options 4 and 5. For Extra Investments, this service is only available for investments over £5,000 (€7,500 or \$7,500).

### **Making your single investment or extra investment with a fund transfer**

With our agreement you can make your investment by transferring funds to Aviva Life International Limited. This means that you can pay the premium for your bond with a fund transfer. The value of your bond will then be linked to the transferred funds.

Before the fund transfer, the Discretionary Manager will hold the funds on your behalf. If the Discretionary Manager uses a separate custodian to provide custodial services, their Custodian will hold the funds on your behalf.

In order to make your investment you must instruct the Discretionary Manager or their Custodian to transfer the funds to us. You can do this by completing this application form.

If we accept this application form, there will be a binding agreement between you and us that the beneficial ownership of the funds will be transferred to Aviva Life International Limited.

Once the transfer happens, Aviva Life International Limited will own the funds. The Discretionary Manager will continue to manage the funds and they or their Custodian will hold the funds on behalf of Aviva Life International Limited.

If you do not have the authority to transfer any of the funds or if you change your mind before the funds have been transferred, you will pay the expenses that we incur in the transfer process. These expenses may include administration expenses, custodian fees and stamp duty.

As there may be a number of funds, it may take a number of weeks for the transfer to complete.

We can only accept funds that are consistent with our allowable funds list and fund review guidelines. We will not accept any funds which, if linked to your bond, would make the bond a Personal Portfolio Bond under UK tax laws.

The Discretionary Manager or Custodian of the assets may take a charge for arranging the transfer. This charge will be allowed for in the value of the holdings.

**Procedure:**

1. List the funds, which you wish to transfer to Aviva Life International Limited to link to the value of your International Premier Portfolio Bond, in the schedule in Section A of this form.
2. This application should be sent to Aviva Life International Limited, who will send this application to the Discretionary Manager and/or their Custodian.
3. Once the Discretionary Manager has received all the correct relevant documentation they, and /or their Custodian will arrange the transfer of the beneficial ownership of the funds listed in the schedule to Aviva Life International Limited. The Discretionary Manager may need additional documentation from you in order to arrange the transfer.
4. Aviva will value each fund using the latest available selling/bid price and may rely on the value provided by the discretionary manager.
5. Aviva will value each fund on the transfer instruction date. The transfer instruction date is the date that the Discretionary Manager and/or their Custodian transfers, or gives the instruction to transfer if earlier, the beneficial ownership of the funds listed in the schedule to Aviva Life International Limited.
6. The premium applied to your International Premier Portfolio Bond will be the sum of the values of each fund listed in the schedule below, as calculated above, as well as any cash investment as set out in the International Premier Portfolio application form.
7. For Initial Investments made with an asset transfer or an asset transfer and a cash sum, the bond will be issued when beneficial ownership of all of the funds listed in the schedule has been transferred to Aviva Life International Limited. The bond start date shown in your bond summary will be the transfer instruction date of the first fund that we value. For extra investments made with an asset transfer or an asset transfer and a cash sum, the extra investment start date will be the transfer instruction date of the first fund that we value.
8. Once the funds in the schedule have been transferred, Aviva Life International Limited will own the funds and you will no longer have any interest in them.
9. The value of your International Premier Portfolio Bond will be initially linked to the funds listed in the schedule.

**With reference to:**

My/Our application dated

Or

Quotation / Bond number

**Personal/Trustee Details**

	<b>Name</b>	<b>Date of birth</b>
First applicant/bondholder/Trustee	<input type="text"/>	<input type="text"/>
Second applicant/bondholder/Trustee	<input type="text"/>	<input type="text"/>
Third applicant/Trustee	<input type="text"/>	<input type="text"/>
Fourth applicant/Trustee	<input type="text"/>	<input type="text"/>

**Discretionary Manager Details**

Discretionary Manager name

Contact details of Discretionary Manager

**Custodian details** (if different from Discretionary Manager)

Custodian name

Contact details of Custodian

**Section A – Schedule of funds to be transferred**

*(If there is insufficient space to list all funds, please continue on a separate sheet of paper, which should also be signed)*

Number of units to be transferred to Aviva Life International Limited	Full name of fund	Fund unique identifier (SEDOL/ ISIN/ CUSIP)	Fund manager	Approximate value (minimum £5,000, €7,500 or \$7,500)

Aviva may refuse to accept a fund transfer and will only accept a fund transfer where the funds are consistent with its allowable funds list and fund review guidelines.

**All funds to be transferred should be registered funds recognised by the Discretionary Manager**

**Section B – Form of authority for transfer of beneficial ownership of funds**

To: Aviva Life International Limited,  
Montague House,  
Adelaide Road,  
Dublin 2,  
Ireland.  
Tel: 08453002114  
Fax: 08453002113

1. As beneficial owner(s) of the funds listed in the schedule attached (the 'funds'), I/we, in connection with an Application for an International Premier Portfolio Bond by

*(Name of applicant (s))*

hereby irrevocably authorise the legal owner of the funds to transfer to Aviva Life International Limited the beneficial ownership of any or all of the funds at the market value obtainable by Aviva Life International Limited for the funds at the time.

2. I/We understand that the transfers in 1 above will normally take place as soon as possible following the receipt of the correctly completed form of authority for transfer of beneficial ownership of funds, by Aviva Life International Limited at the above address.
3. I/WE HEREBY DECLARE THAT:
- (a) I/We have the necessary power and authority to transfer the beneficial ownership of the funds listed.
- (b) I/We will not buy, sell or otherwise deal with the funds prior to the transfer of the ownership of the funds.
4. I/We agree to reimburse to Aviva Life International Limited for all interest or other rights or benefits received or receivable by me/us after the transfer of the funds listed to which I am/we are not entitled.
5. I/We understand that should the certificates or other documentation of title not accurately reflect my/our holding, I/we will reimburse Aviva Life International Limited to the extent of any loss suffered by Aviva Life International Limited.

**SIGNED** (by beneficial owner(s) of the funds to be transferred)

Name of first applicant/Trustee	<input type="text"/>
Signature	<input type="text"/>
Name of second applicant/Trustee	<input type="text"/>
Signature	<input type="text"/>
Name of third applicant/Trustee	<input type="text"/>
Signature	<input type="text"/>
Name of fourth applicant/Trustee	<input type="text"/>
Signature	<input type="text"/>
Date ( <i>day/month/year</i> )	<input type="text"/>

**SIGNED** (by the legal owner(s) (Discretionary Manager or Custodian) of the funds to be transferred)

**I/We hereby agree to effect and record the transfer of beneficial ownership of the funds to Aviva Life International Limited and to ensure that the funds shall be held at all times for the benefit of Aviva Life International Limited.**

Name	<input type="text"/>
Signature	<input type="text"/>
Date ( <i>day/month/year</i> )	<input type="text"/>

**Fund transfers under these arrangements may constitute disposal for tax purposes. You will need to make arrangements to meet any such tax liability from other sources where this applies. You may wish to consult your financial adviser for more information.**

Aviva Life International Limited, trading as Aviva, is authorised and regulated by the Central Bank of Ireland and is also authorised by the Financial Services Authority in the UK. If Aviva Life International Limited should become unable to meet its liabilities, the Financial Services Compensation Scheme will protect the eligible policyholder of an Aviva Life International Limited bond who is habitually UK resident at the time the contract commences.

Registered Office: One Park Place, Hatch Street, Dublin 2, Ireland. Registered in Ireland No 303257.

[www.aviva.co.uk/international](http://www.aviva.co.uk/international)

