

Aviva Life International Limited

International Premier Portfolio from Aviva

Pension Scheme Extra Investments Form



Please complete this form if you are changing your investment profile, changing the initial commission or changing the bank account details from which we receive your Extra Investments.

Please answer all questions fully in block capitals and tick boxes where appropriate. It is important that your answers are accurate to the best of your knowledge. Incomplete or inaccurate applications may delay the issue of the International Premier Portfolio Bond (the 'Bond').

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

We require the following information in all circumstances;

Bond number

Please tell us your Bond number. This must be used as the personalised payment reference in order to allow us to identify the monies and process your application.

HMRC pension scheme tax reference number

1. New investment holdings request

When completing this application, please take the details for each fund from the allowable funds list on our website rather than your illustration.

We, the trustees of the scheme, instruct Aviva Life International Limited to invest this Extra Investment in the following assets and in the proportions shown.

Investment manager	Fund name	Fund unique identifier (SEDOL/ ISIN/CUSIP)	Fund currency	Whole % to be invested

Deposit account – name of account	

Cash account	%
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The total investment must equal 100%.

Please continue on a separate sheet if necessary.

Please note that we will apply all requested changes to all future Extra Investments unless otherwise instructed. You must provide all of the information requested above. Any omission could delay the placing of your deals.

3. Declaration – continued

- We will advise Aviva Life International Limited immediately if any material changes to the Scheme take place (e.g. change of trustees or if the Scheme is de/re-registered under Finance Act 2004).
- We understand that failure to notify Aviva Life International Limited of such changes to the Scheme will result in a delay in dealing with requests such as full or/partial surrender or switching of funds.
- If any of the following details change for any future Extra Investment requests, a Pension Scheme Extra Investments Form must be completed:
 - commission options
 - bank details
 - asset choice(s)
 - asset proportion(s).
- We fully understand and accept that the terms and conditions applying to any Extra Investments will also apply to subsequent Extra Investments, unless we notify you otherwise.
- We will be responsible for the administration, documentation, registration and legal compliance of the Scheme.
- Our financial adviser has fully explained the charging structures of the International Premier Portfolio to us and we fully understand the charges, including any maintenance charges that will be taken from the Bond.

The Trustees must sign here. Please tick the appropriate box.

As individual trustee(s), I am/we are authorised under the terms of the trust to make this application.

or

As an authorised official of a corporate trustee investor, I/we confirm that I am/we are authorised by the directors of the company to make this application.

First trustee/authorised signatory *(delete as appropriate)*

Signature Date

Second trustee/authorised signatory *(delete as appropriate)*

Signature Date

Third trustee/authorised signatory *(delete as appropriate)*

Signature Date

Fourth trustee/authorised signatory *(delete as appropriate)*

Signature Date

4. **New commission instructions** (to be completed by financial adviser)

Are you changing the initial commission structure on the new investment?

Yes No

If yes, please ensure that you enclose a **copy of your personal illustration with this form.**

Please note that all future Extra Investments will be processed on this basis unless you tell us otherwise.

5. Commission details

For financial adviser use only

Commission

Aviva Life International Limited
agency code

Your agency enhancement rate

 %

If you do not know your agency enhancement rate that you are entitled to, please contact our Commission and Agency Department on 0845 3002114/5

Please complete the table below for the Charge Option you have selected for this Extra Investment. For guidance, please refer to the notes below.

Please note:

- **The Charge Option cannot be changed from that selected for the Initial Investment.**
- **The Extra Investment must retain the same level of trail commission as that being paid on the Initial Investment.**

Initial commission	Option 1	Option 2	Option 3	Option 4	Option 5
	<p>Initial commission may be rebated to improve the product terms for your client by reduced establishment charges or increased allocation.</p> <p>Please complete ONE of the following options.</p> <p>I. Take full commission.</p> <input type="text"/> <p>II. Initial commission to be given up to increase the allocation of the Bond.</p> <input type="text"/> <p>III. Please specify how many quarters the establishment charge term is to be reduced by.</p> <input type="text"/> <p>IV. Initial commission to be given up to reduce the establishment charge rate.</p> <input type="text"/>	<p>Any initial commission will be added to the initial charge applied to the International Premier Portfolio.</p> <p>Please enter initial commission in box below.</p> <input type="text" value=""/> %	<p>Initial commission may be rebated to improve the product terms for your client by reduced establishment charges or increased allocation.</p> <p>Please complete ONE of the following options.</p> <p>I. Take full commission.</p> <input type="text"/> <p>II. Initial commission to be given up to increase the allocation of the Bond.</p> <input type="text"/> <p>III. Please specify how many quarters the establishment charge term is to be reduced by.</p> <input type="text"/> <p>IV. Initial commission to be given up to reduce the establishment charge rate.</p> <input type="text"/>	<p>The amount of initial commission taken, once calculated against the number of years the establishment charges are selected, will affect the overall establishment charge paid by the applicant(s).</p> <p>Please enter initial commission in box below.</p> <input type="text" value=""/> % <p>Please enter the number of WHOLE years (1-10) the establishment charges will remain payable for</p> <input type="text"/>	<p>Any initial commission will be added to the initial charge applied to the international Premier Portfolio.</p> <p>Please enter initial commission in box below.</p> <input type="text" value=""/> %

I confirm that I have fully explained the charging structures selected above including any maintenance charge to the applicant(s).

Signed

Date

Name

Notes:

Initial commission

For option 1 and 3

- Allocation rate will be increased by 1% for each 1% of initial commission rebated.

Reduced establishment charge percentage or term

1. Initial commission may be rebated in order to reduce the total establishment charge taken over the establishment charge term.
2. The reduction in total establishment charge is equal to the reduction in initial commission.

Where the commission sacrifice is to be applied to reduce:

1. The rate of establishment charge, it will be spread evenly over the five year establishment charge term.
2. The establishment charge term it will only be possible to remove whole quarters of establishment charge and the rate of charge applied to the remaining quarters must remain identical; it is not possible to have steps in the rate of establishment charge.

On completion, please return all appropriate forms to:

Aviva Life International Limited, Montague House, Adelaide Road, Dublin 2, Ireland.

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

