

WAY Portfolio Funds:

WAY MA Cautious Portfolio Fund and WAY MA Growth Portfolio

ISA Transfer Application Form

For completion by the introducing intermediary
(if applicable)

Advised Investment*

Non-advised Investment*

The client meets the target market for the selected investment fund*

*Please tick as appropriate



WAY Fund Managers Limited

ISA Transfer Application Form

1. Personal Details (BLOCK CAPITALS please)

Title	Surname
Forename(s)	
Residential Address	
Postcode	
National Insurance Number*	
Telephone (daytime)	
Telephone (evening)	
Date of Birth	

If you do not have a National Insurance Number, please tick this box

*Your National Insurance Number (NINO), or National Pension Number and Date of Birth must be quoted. Your NINO should be available on either your payslip, form P45 or P60, a letter from HM Revenue & Customs (or DWP), or on your pension order book.

2. Investment Details

I apply to transfer my existing ISA(s) (and subscribe to a **WAY Stocks and Shares ISA** for the **20__ / 20__** tax year and each subsequent year until further notice). (PLEASE COMPLETE THE TAX YEAR).

Please note that full information concerning the latest HMRC ISA rules and the maximum subscription for the current tax year can be found at www.gov.uk/individual-savings-accounts.

I wish to transfer my Cash ISA to a WAY Portfolios Stocks and Shares ISA	
I wish to transfer my Stocks & Shares ISA to a WAY Portfolios Stocks and Shares ISA	

WAY Portfolio Funds Sub-Fund	Share Class and Type	Lump Sum* (Min. £1,000) and net the Initial Adviser Charge above)	Monthly Savings** (Min. £100 per fund)
WAY MA Growth Portfolio Fund	Accumulation Shares only	£	£
WAY MA Cautious Portfolio Fund	Accumulation Shares only	£	£
Total Investment Amount		£	£

* You can invest up to your ISA limit in a stocks and shares ISA with one provider, or you can split this amount between a stocks and shares ISA and a cash ISA with the same or different providers. Please ensure your contributions don't exceed the annual limits. This application is only for a stocks and shares ISA.

** Collection date for monthly savings is the 1st business day of each month. Please complete the separate Direct Debit Mandate at the back of this form.

Please note that for A Class Shares, commissions are payable to the Intermediary detailed in this Application Form.

3. Cancellation Rights

Under the Financial Conduct Authority's Conduct of Business Sourcebook, cancellation rights will apply where the contract was arranged through an independent intermediary, unless they hold an appropriate Customer Agreement with you or dealt on your behalf on an execution-only basis. A copy of the Prospectus is available, free of charge, on request. A copy of this completed application form is also available on request.

For an Advised Investment Cancellation Rights **will** apply.

4. Data Protection—How your personal data is used

By completing and submitting an application to invest in any of the Funds that WAY Fund Managers Limited ("we"/"us") operates, you will be giving your consent to the processing of your personal data (including any anti-money laundering verification check), by us for the administration of services in connection with your investment on a contractual basis. Additionally we may be requested to share your personal data with our regulator, the Financial Conduct Authority, or for wider compliance with any legal or regulatory obligation to which we might be subject.

If you have used an intermediary to submit the application we may also share information about your investment with them, to help them to continue to provide their services to you, unless you request us not to.

We may share your personal data with contracted third parties for the purposes mentioned above (however this does not entitle such third parties to send you marketing or promotional messages) and we do not envisage that this will involve your personal data being transferred outside of the European Economic Area.

We make every effort to maintain the registration of your holdings accurately. However, if you feel that we have incorrectly recorded any of your personal data, you may request its correction. You have the right to request copies of your personal data stored by us and can do so by using our contact details below.

Your data will be stored and processed securely for the period of your contract with us and for a minimum of seven years after our relationship ceases, for regulatory and legislation purposes only.

We are registered with the Information Commissioner's Office as a Data Controller and Data Processor for this purpose. Further information on how we manage your personal data can be found within our **Privacy Notice** which can be found on our website www.wayfunds.com.

Should you wish to make a complaint or request further information on how we collect and process your personal data please contact us at:

Data Protection Office, WAY Fund Managers Limited, Cedar House, 3 Cedar Park, Cobham Road, Wimborne, Dorset, BH21 7SB.

Email: DPO@wayfunds.com Tel: 01202 855856.

Alternatively, if you have any concerns or complaints as to how we have handled your personal data, you may lodge a complaint to the Information Commissioner's Office through their website which can be found at:

<https://ico.org.uk/for-the-public/raising-concerns/>

5. Declaration

- I wish the proceeds of my transferred ISA to be used to purchase shares in the WAY Portfolio Funds detailed in Section 2 of this form.
- All subscriptions made, and to be made, belong to me.
- I confirm that I am 18 years of age or over.
- I have not subscribed and will not subscribe more than the overall subscription limit in total to a cash, a stocks & shares ISA, and to an innovative finance ISA in the same tax year.
- I have not subscribed and will not subscribe to another stocks and shares ISA in the same tax year that I subscribe to this stocks and shares ISA.
- I am resident and ordinarily resident in the United Kingdom for tax purposes or, if not so resident, either perform duties which, by virtue of Section 28 of the Income Tax (Earnings & Pensions) Act 2003 (Crown Employees Serving Overseas), are treated as being performed in the United Kingdom, or I am married to, or in a civil partnership with, a person who performs such duties. I will inform WAY Fund Managers if I cease to be so resident and ordinarily resident or to perform such duties or be married to, or in a civil partnership with, a person who performs such duties.
- I have read a copy of the NURS Key Investor Information document(s) for the relevant sub-fund(s), the Supplementary Information Document incorporating the ISA Terms and Conditions, and agree to be bound by them and accept that they may be varied at the Company's discretion.
- I declare that this application form has been completed to the best of my knowledge and belief.
- I understand that you may require additional information from me in accordance with the money laundering regulations and I acknowledge that electronic data sources may be used to check my identity under the money laundering regulations.
- I have read the data protection information contained in the Prospectus and in this document.
- I consent to my units being compulsorily redeemed in accordance with the Prospectus in the event that these statements are not correct or become incorrect in the future.
- I authorise WAY Fund Managers Limited:
 - to hold my cash subscriptions, ISA investments, interest, dividends, and any other rights or proceeds in respect of those investments and any other cash,
 - to make on my behalf any claims to relief from tax in respect of ISA investments.

Applicant's Name (please print)	Applicant's Signature	Date

6. Politically Exposed Person—Tick either A) or B)

Please read the categories below carefully and then complete the appropriate declaration sections below.

CATEGORY A)

I hereby represent and warrant that, to the best of our knowledge, none of the following:

- (1) the investor;
- (2) any person controlling or controlled by the investor;
- (3) if the investor is a privately held entity, any person having a beneficial interest in the investor; or
- (4) any person for whom the investor is acting as agent or nominee in connection with this investment is a politically exposed person,* or any immediate family member** or close associate of a politically exposed person as such terms are defined in the footnotes below.

OR **CATEGORY B)**

I confirm that I meet the definition of a politically exposed person(s),* or any immediate family member(s)** or close associate(s) of a politically exposed person according to the terms defined in the footnotes below. I/We† will provide the necessary disclosures regarding source of wealth and, where relevant, the source of wealth of any applicable beneficial owners.

† **DELETE AS APPROPRIATE**

*“politically exposed person” means an individual who is, or has been, entrusted with a prominent public function, including, heads of state, heads of government, ministers and deputy or assistant ministers, members of parliament or of similar legislative bodies including regional governments in federalised systems and devolved administrations, including the Scottish Executive and Welsh Assembly, where such bodies have some form of executive decision-making powers. Members of the governing bodies of political parties. Members of supreme courts, of constitutional courts or of any judicial body, the decisions of which are not subject to further appeal except in exceptional circumstances. In the UK this means only judges of the supreme court. Members of courts of auditors or of the boards of central banks. Ambassadors, charges d’affaires and high-ranking officers in the armed forces. Members of the administrative, management or supervisory bodies of State-owned enterprises. Directors, deputy directors and members of the board or equivalent function of an international organisation (this does not include sporting federations).

** The definition also expands to a “close associate”, “immediate family member” of a politically exposed person and includes any of the following persons: a). any individual who has joint beneficial ownership of a legal entity or arrangement or any other close business relations with a politically exposed person b). any individual who has sole beneficial ownership of a legal entity or legal arrangement set up for the actual benefit of a politically exposed person c). any spouse of a PEP d). any person who is the equivalent of a spouse under the national law of the place where the PEP resides e). any cohabitant, f). any child or parent of the politically exposed person or spouse of the child of the PEP g). any brother or sister.

I FALL INTO CATEGORY: A) or
(Please tick as appropriate) **B)**

Applicant's Name (please print)	Applicant's Signature	Date

Please make sure you have:

- Signed the Application Form;
- Made your investment requirements clear;
- Completed the separate Direct Debit Mandate for a monthly savings plan, if applicable;
- Completed the 'Politically Exposed Person' section, as appropriate;
- Completed and signed the Transfer Authority(ies) page at the back of the Application Form;
- In order to comply with the UK law on money laundering, payments must be made from your own bank account, or from an account in the name of a regulated intermediary authorised to hold and control client money.

Please return your completed application form and cheque to:

WAY Fund Managers Limited, Cedar House, 3 Cedar Park, Cobham Road, Wimborne, Dorset BH21 7SB.

If you have any questions regarding the completion of this form please contact your financial adviser or alternatively the ACD on **01202 855856**.

Intermediary Comments:

Intermediary Stamp:

FCA Number (FRN):

Agency ref:

Discount %:

Commission payable % (non-advised business only):

Name of Registered Individual:

WAY Fund Managers Limited (registered in England and Wales No 4011838). Authorised and regulated by the Financial Conduct Authority

Registered address details: Cedar House, 3 Cedar Park, Cobham Road, Wimborne, Dorset, BH21 7SB

A member of the Investment Association

Transfer Authority(ies) (BLOCK CAPITALS please)

Existing ISA Plan Manager's Name and full address	
Plan Reference	
The ISAs for the following tax years are to be transferred to the Stocks and Shares ISA e.g. 2018/2019 (Note: If all tax years are to be transferred, state "ALL")	
Type of ISA being transferred	Cash ISA ** Stocks & Shares ISA **
** Delete as appropriate	
Please indicate the approximate value of the ISA to be transferred	£
Please transfer my current ISA, detailed in this Transfer Instruction Form, to WAY Fund Managers Limited. I understand that investments in my existing ISA will be liquidated and the proceeds transferred to WAY Fund Managers Limited, in accordance with ISA Regulations. Payment should be made to 'WAY Fund Managers Limited'.	
I authorise you to provide WAY Fund Managers Limited with any information they request regarding my ISA.	
Applicant's Name	
Applicant's Signature:	Date:

Existing ISA Plan Manager's Name and full address	
Plan Reference	
The ISAs for the following tax years are to be transferred to the Stocks and Shares ISA e.g. 2018/2019 (Note: If all tax years are to be transferred, state "ALL")	
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Applicant's Name	
Applicant's Signature:	Date:

Existing ISA Plan Manager's Name and full address	
Plan Reference	
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Applicant's Name	
Applicant's Signature:	Date:

