Standard Life

Synergy Investment Bond

Instruction to switch to Exchange Traded funds

SYIBE20 V02 0512

Filling in this form

Please complete this form if you are an existing policyholder with a policy number starting AB1 and you want to switch to Exchange Traded funds.

Your policy number AB1

If you started your policy on or before 15 July 2010 please ensure all parts are completed.

If you started your policy after 15 July 2010 parts 1, 2, 3, 5 ,6 should be completed.

Part 1 - Your financial adviser's company details

To be completed by your financial adviser

Financial adviser's Standard Life agency code 9 /

Financial adviser's company name

Part 2 - Policyowner

Policyowner 1

Title	Surname
First names (in full)	Policyowner 1 Date of birth (DD/MM/YYYY)

Policyowner 2

Title	Surname
First names (in full)	Policyowner 2 Date of birth (DD/MM/YYYY)

Part 3 - Your investment choice

I want to **sell**:

Fund name (see your last policy statement)	% to be sold
	%
	%
	%
	%
	%

For example, if you want to sell half of your managed fund units: insert 'managed fund' and '50%'. If you want to switch an equal percentage of all your funds, just write that percentage in the '% to be sold' box.

And with the proceeds of those units, I want to **buy** units in:

	% to be bought
Execution only stockbroking	100 %

Trading is currently limited to Exchange Traded Funds. If it comes to our attention that you have bought non-Exchange Traded Fund investments, we will instruct Stocktrade to sell those investments. Please be aware that in these circumstances, your policy will be charged the cost of selling those investments. The tax status of your policy may change as a result of buying non-Exchange Traded Fund investments.

If you choose to invest in Exchange Traded Funds, you will first need to complete a Brewin Dolphin (Stocktrade) Appropriateness Assessment form. This form is to assess your understanding on the appropriateness of Exchange Traded Funds before you make an investment. This form is available from your financial adviser or by contacting us. This form should be completed and returned to Standard Life.

If you are uncertain as to whether a particular investment is permitted, please contact your financial adviser or Standard Life for assistance.

Authorising your Financial Adviser to give investment instructions on your behalf

Please speak to your financial adviser before completing this section.

Note that we will only accept instructions from authorised persons once we are satisfied that we have verified the identity of the authorised person, and it is the responsibility of the authorised person and/or yourself to verify that your instructions have been carried out properly.

I authorise Standard Life and the execution only stockbroker to accept instructions from my financial adviser named in Part 1, to buy or sell investments under this policy as outlined below:

☐ Execution only stockbroking

This authorisation will apply until Standard Life receives a written instruction from me changing or withdrawing my authorisation.

Your signature as policyowner 1	Date (DD/MM/YYYY)
Your signature as policyowner 2	Date (DD/MM/YYYY)

Part 4a - Money laundering regulations

Due to money laundering regulations, we are required to obtain information about your occupation, income, details of how you acquired the money you are investing before we can accept your application to invest in Exchange Traded funds.

Occupation of policyowner 1
Occupation of policyowner 2

Source of wealth

Please tick all that apply.
Please tell us how you acquired the money you are investing.

- ☐ Compensation payment
- ☐ Inheritance
- ☐ Salary/bonus
- ☐ Sale of company
- ☐ Divorce settlement
- ☐ Lottery/betting win
- ☐ Sale of investments
- ☐ Savings
- ☐ Gift
- ☐ Policy claim/maturity
- ☐ Sale of property

Other

Your annual income before taxation

Please indicate which income band applies to you
If this is a joint application, please state the combined income of the policyowners.

- ☐ Under €15,000
- ☐ €15,000 to €19,999
- ☐ €20,000 to €29,999
- ☐ €30,000 to €39,999
- ☐ €40,000 to €49,999
- ☐ €50,000 to €59,999
- ☐ €60,000 to €69,999
- ☐ €70,000 or more

To comply with money laundering regulations we may verify your identity by carrying out an online check with a reference agency.

Where an online check is carried out, the agency will verify your identity against public records and it will also check whether you have a credit history (but it will not disclose any information about your actual borrowings). The agency will add a note to show that an identity check was made to your credit file, but this information will not be made available to any third parties.

In addition to this, your financial adviser will submit certified copies of the documents used to identify you to Standard Life.

Part 4b - Comply with money laundering regulations

To be completed by the financial adviser

To comply with money laundering regulations, we must confirm that you have verified the identity and address of each policyowner. To comply with this, **please attach certified copies** of one item from the list of photographic identification and certified copies of one item from the list of non photographic identification.

Photographic identification:

- ☐ Current passport
- ☐ Current photo card driving licence
- ☐ Current National Identity Card
- ☐ Current Identification form (ML 10) containing photo signed by a member of the Gardai
- ☐ Immigration certificate of registration (GNIB card) accompanied by letter from Office of Minister for Integration (signed and stamped)
- ☐ National Age card

Non photographic identification:

- ☐ Current documentation/cards issued by the Revenue showing the name of the policyholder and their PPSN
- ☐ Current documentation/cards issued by the Department of Social Protection showing the name of the policyowner and their PPSN
- ☐ Current instrument of a court appointment (such as liquidator, or grant of probate)
- ☐ Current bank statements, or credit/debit card statements, issued by a regulated financial sector designated person in Ireland, EU or comparable jurisdiction (including those printed from the internet)
- ☐ Current utility bills (including those printed from the internet)
- ☐ Current household/motor insurance certificate or renewal notice
- ☐ Current medical card

For the purposes of the above, current means where a document has a specific expiry date that has not passed or in the absence of a specific expiry date the document was issued within 6 months of the date it is submitted to Standard Life.

Part 5 - Your financial adviser's declaration

To be completed by the financial adviser

1. I will retain the appropriate evidence regarding any instructions i give to Standard Life or any third party providers on behalf of my client.
2. I have verified the identity of:

Name of policyowner 1 (in full)	
Name of policyowner 2 (in full)	
Financial adviser's name (BLOCK CAPITALS)	
Financial adviser's signature	Date (DD/MM/YYYY)

Part 6 - Your declaration

- The information provided in this application, whether in my handwriting or not, is true and complete.
- I instruct Standard Life to make the changes as set out in this instruction.
- I agree that a copy of this instruction can be treated as the original for all purposes.
- I will only trade in Exchange Traded Funds as listed on schedule of permitted investments in the Self-Directed Options Guide (SYSDO1).
- I agree to be legally bound by the Synergy Investment Bond policy provisions (SYIB60).

Signature policyowner 1	Date (DD/MM/YYYY)
Signature policyowner 2 (if applicable)	Date (DD/MM/YYYY)