

<Investment Adviser name>
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31 October 2018

THIS IS A NOTIFICATION THAT AFFECTS THE POLICIES LISTED IN THIS LETTER. PLEASE PASS THIS TO THE INVESTMENT ADVISER IN YOUR COMPANY WHO MANAGES THE INVESTMENT CHOICES ON THESE POLICIES, AS THEY MAY WISH TO TAKE SOME ACTION.

Dear investment adviser

SHARE CLASS TRANSFER OF THE THREADNEEDLE EUROPEAN SMALLER COMPANIES FUND (CHF AND EUR) – CHANGES AND IMPACT ON RL360 POLICIES

Columbia Threadneedle (“Threadneedle”) will be carrying out a share class transfer of the CHF and EUR classes of its Threadneedle European Smaller Companies Fund (the “transferring fund”) into the new Luxembourg domiciled Threadneedle (Lux) European Smaller Companies Fund (the “receiving fund”) on 24 November 2018 (the “transfer date”). As you provide advice to one or more policies invested in these share classes we wanted to make you aware of the changes and explain your options for switching to a different fund if you prefer.

We have not written directly to the owners of the policies listed. As each policyholder has appointed your company in the capacity of investment adviser to manage the investment choices on their behalf, you should contact your clients as necessary to discuss the details of this notification and any recommended course of action. The unit linked policies advised by you and impacted by this notification are listed overleaf.

Reason for the share class transfer

The transferring fund is a UK-based fund and is currently accessible by investors in other EU countries, with those investors benefitting from common investment restrictions and regulatory supervision. However, when the UK leaves the EU, it is likely that UK-based funds will lose this status.

By transferring the CHF and EUR classes of the fund to an equivalent Luxembourg-based fund, Threadneedle believe that they can provide certainty for investors by ensuring that they remain invested in a fund that is compliant in the EU and removes uncertainty regarding the future status of the investment in investors’ home countries. By assets under management, Luxembourg is the largest fund domicile in Europe, and the second largest in the world after the United States of America. Threadneedle already offers a broad range of funds based in Luxembourg.

A comparison of the transferring fund and receiving Luxembourg fund can be found in the table overleaf.

What happens next?

We have closed the transferring fund to new business with immediate effect. You will be automatically switched into the receiving Luxembourg fund on the transfer date, with any regular premiums being redirected to the new fund. Shortly after this date you will receive a confirmation letter detailing your new holdings. Please note that although the switch value will be the same, you will receive a different number of units in the receiving fund as the unit price is different to the transferring fund. If you have registered to view your policy online, don’t worry if you don’t see your holding in the new fund immediately. This is simply because it takes a number of days for the switch process between funds to fully complete.

Your options

If you are happy to invest in the receiving Luxembourg fund, you don’t need to do anything. However, if you would prefer to switch to a different fund, it’s free of charge and very easy to do. You may want to discuss the options with your financial adviser before deciding.

Switching funds is easy

Visit the fund centre for your product at www.rl360.com/fundcentres to help you decide on a new fund, or funds. After that choose one of the following options:

Switch online	Send us your changes
If you are a registered user of our Online Service Centre and have signed up for online switching, log into your account at www.rl360.com and submit your switch online fast and efficiently.	Download a copy of our Fund Switch Instruction Form, which you will find on the product fund centre page, complete it and fax or post it back to us using the details on the form.

Comparison of the transferring fund and the receiving Luxembourg fund

	Transferring fund details	Receiving fund details
Fund name	Threadneedle European Smaller Companies	Threadneedle (Lux) European Smaller Companies
Share class	Class 1 Acc EUR	Class 1E Acc EUR
ISIN	GB0002771383	LU1864952335
Domicile	United Kingdom	Luxembourg
Launch date	14 November 1997	26 November 2018
Investment objective	To achieve capital growth	To achieve capital appreciation
Investment policy	The ACD's investment policy is to invest the assets of the Fund primarily in the equities of smaller companies domiciled in Continental Europe or with significant Continental European operations. If the ACD considers it desirable it may further invest in other securities (including fixed interest securities, other equities and money market securities).	The European Smaller Companies Portfolio seeks to achieve capital appreciation by investing principally in the equity securities of European Smaller Companies (excluding the United Kingdom). For this Portfolio, European Smaller Companies are companies that are not represented in the top 225 companies in the FTSE World Europe (ex UK) Index at the time of purchase. The Portfolio may use financial derivative instruments for hedging purposes. The Sub-Advisor will make reference to the EMIX Smaller European Companies Index as part of the investment process. The Portfolio does not aim to track the index, and will not hold every security in the index. The Portfolio may also invest in securities that are not in the index.
Sector	Equity – Europe excluding UK	Equity – Europe excluding UK
Annual Management Charge	1.50%	1.50%
Risk and reward rating (1 being low, 7 being high)	5	5
Ongoing Charge *	1.67%	1.72%
3 Year Annualised Performance	12.68%	Not available
3 Year Standard Deviation **	10.40%	Not available

Information within table sourced from Morningstar®

* Ongoing Charge includes the Annual Management Charge plus other operational expenses, so better reflects the total costs applied to the fund.

** 3 Year Standard Deviation – Standard deviation is a statistical measurement which, when applied to a fund, expresses its volatility, or risk. It shows how widely a range of returns varied from the fund's average return over a particular selected period; in this case a 3 year period has been selected. If a fund had an average return of 5%, and its volatility was 15%, this would mean that the range of its returns over the period had swung between +20% and -10%. The 3 Year Standard Deviation figure shows the annualised standard deviation based on the monthly rates of return of the fund over the past 3 years ended 30 September 2018. This risk level is for reference only.

If you have any questions regarding this letter or any general queries, please get in touch. Call our Customer Service Team on +44 (0)1624 681682 or send an email to csc@ri360.com and one of our team will be happy to help.

Kind regards



Andrew Dudgeon
Product and Investment Marketing Manager

Your company is appointed in the capacity of investment adviser on the following policies affected by this notification:

Policy number	Product	Policyholder name
<Policy_Number>		

SAMPLE