

RL360°

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Tell us how the wealth was accumulated to fund this plan. It is important that you complete this section so that we can meet Isle of Man anti-money laundering requirements.

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In this section you must agree to the plan terms and conditions and sign where appropriate.

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#### COMPLETION

Please complete this form using BLOCK CAPITALS throughout. Please tick boxes where applicable and follow the instructions provided in each section. Please use Section 11 - Application Checklist before submitting your application, to make sure that you provide us with everything we need to process your application.

US Specified Person means a US citizen or tax resident individual, who either holds a US Passport, a US Green Card, has a US residential/correspondence address or who was born in the US and has not yet renounced their US citizenship. More information on US FATCA can be found at www.irs.gov/businesses/corporations/foreign-account-tax-compliance-act-fatca.

A copy of the completed application and the plan Terms and Conditions are available on request. You should be aware that your plan could be brought to an end if you fail to tell us any facts which might influence our assessment of your application. If you have any doubt as to whether a fact is relevant, then you should disclose it to us.

Once you have completed and signed the application you should send it along with all requested additional information to our New Business Team, RL360, International House, Cooil Road, Douglas, Isle of Man, IM2 2SP, British Isles.

Please note that the start date of your plan may be delayed if you fail to complete this application in full or provide suitable evidence where required.

Remember, if you need any help, our Regional Support teams are on hand to guide you by telephone or by email.

 $All\ references\ to\ RL360\ within\ this\ application\ form\ mean\ RL360\ Insurance\ Company\ Limited.$ 

APPLICANT T	YPE
Company (complete	Section 02)
Trustee (complete Se	
COMPANY!	DETAILS
	vicing for your company please download our agreement and registration forms from our website u wish to link this plan to your existing online service please quote your online reference or existing
Online reference or exist	ing username
Type of company	
Public Limited Comp	pany - Please tell us which stock exchange you are listed on
Private Limited Com	pany
Limited Liability Par	tnership
Partnership - Please	tell us the nature of your business
Company details	
Company details  Company name	
Permanent registered	
office address (in full)	
Postcode	
Country of incorporation/ organisation	
Date of incorporation (dd/mm/yyyy)	
Contact name	
Correspondence address (in full) - if different to above	
Postcode	
Contact name	
Contact position	

At a meeting of the board of directors held on the

date (dd/mm/yyyy)

at (location)

Telephone number

Email address

it was agreed that we have the capacity to make this investment.

#### Directors/authorised signatories

 $Please\ enclose\ certified\ copy\ passports\ for\ at\ least\ two\ of\ the\ listed\ directors\ one\ of\ whom\ must\ be\ an\ executive\ director.$ 

	Director 1			Director 2			
Title (please tick)	Mr Mrs	Miss		Mr	Mrs	Miss	
			Other (in full)				Other (in full)
First name(s)							
Last name(s)							
Current residential address and postcode (in full)							
Date of birth (dd/mm/y	уууу)						
Country of birth							
Country of residence for	or tax purposes						
Tax Identification Num If unavailable, provide	, ,	t (eg National Ir	nsurance Number, S	Social Securi	ty Number,	resident reg	gistration number)
Are you a US Specified	Person? Yes	No		Yes	No		
Signed							
Date (dd/mm/yyyy)							
Authorised signatorie You will need to provid to action changes to th	le us with a list of all a ne plan (including any						
Number of signatories	required						
Special instructions							
Shareholders and beneficial interest  Please tell us who in your company has a shareholding or beneficial interest of 25% or more. You will have to provide verification of identity for those listed.							
	Shareholder 1			Shareholde	er 2 (if appl	icable)	
First name(s)							
Last name(s)							
Date of birth (dd/mm/	уууу)						
Country of birth							
Position held							
Shareholding (%)							
Country of residence for tax purposes							
Tax Identification Num If unavailable, provide		t (eg National Ir	nsurance Number, S	Social Securi	ty Number,	resident reg	gistration number)
Are you a US Specified	Person? Yes	No		Yes	No		

	Shareholder 3 (if applicable)	Shareholder 4 (if applicable)			
First name(s)					
Last name(s)					
Date of birth (dd/mm/y	уууу)				
Country of birth					
Position held					
Shareholding (%)					
Country of residence for	or tax purposes				
Tax Identification Number If unavailable, provide a	per (TIN) a functional equivalent (eg National Insurance Number,	Social Security Number, resident registration number)			
Are you a US Specified	Person? Yes No	Yes No			
	, i.e. certified copy passport and address verification th this Application Form.	for each of the shareholders as documented above			
Evidence required					
As a corporate ap	plicant, please tick to confirm that you have supplied	the following:			
• A full list of all direct	rors				
Suitably certified cer	rtificate of incorporation or equivalent document show	ving date and place of incorporation			
• A copy of the latest	annual report and accounts				
Suitably certified do	cumentation verifying registered address of the comp	any			
	entity and address documentation for at least 2 director				
	• A full list of authorised signatories (including board resolution for public limited companies) showing officers from whom we can take instructions and including specimen signatures				
• Suitably certified identity and address documentation for all shareholders with a beneficial interest of 25% or more.					
AUTOMATIC EXCHAN	IGE OF INFORMATION - ENTITY SELF-CERTIFICATI	ON			
	letion and intergovernmental agreements entered into by the ters (collectively "AEOI"), RL360 is required to collect i				
	cants who are classified as an Entity under the Tax Regi finitions at: http://www.rl360.com/row/downloads/forr				
	ain circumstances the information you provide may be information with tax authorities in other jurisdictions.	disclosed to the Isle of Man Income Tax Division who in			
	n that you provide changes in the future, you must advi- and/or an Individual Self Certification as appropriate.	se us of these changes by completing a new Entity			
Please note that your for US FATCA purpose	Common Reporting Standards (CRS) classification do	oes not necessarily coincide with your classification			
PART A - Passive Non	-Financial Entity (NFE) and Passive Non-Financial Fo	reign Entity (NFFE)			
If the entity is	a NFE or NFFE please tick here and complete Parts	A (i) and Part C			
f the entity is not an NFE or NFFE, please complete Part B and Part C.					

If the entity is a Specified US Person, please complete our AEOI Entity Self-Certification Form which you can download from http://www.rl360.com/row/downloads/forms.htm

#### PART A (i) - Entity Declaration of Tax Residency

Country/countries of tax residency	Taxpayer Identification Number (TIN) or functional equivalent	Reference number type (TIN, Business Registration Number, other (please specify)).			
PART B - Please complete if you are <b>NOT</b> an N	EE or NEEE				
Please provide your Common Reporting Stand		the appropriate box(es).			
If the entity is a <b>Financial Institution</b> , please sp	ecify the type of Financial Institutio	n below:			
Reporting Financial Institution under CRS.					
OR					
Non-Reporting Financial Institution under C	RS. Specify the type of Non-Reporti	ng Financial Institution below:			
Governmental Entity					
International Organisation					
Central Bank					
Broad Participation Retirement Fund					
Narrow Participation Retirement Fund					
Pension Fund of a Governmental Entity,	International Organisation, or Centra	al Bank			
Exempt Collective Investment Vehicle	,				
Trust whose trustee reports all required	information with respect to all CRS I	Reportable Accounts			
Qualified Credit Card Issuer					
Other Entity defined under the domesti	c law as low risk of being used to eva	ade tax.			
Specify the type provided in the domes	tic law:				
If the Financial Institution is resident in a <b>Non-F</b> Institution resident in a Non-Participating Juris		S, please specify the type of Financial			
a) Investment Entity and managed by another	ther Financial Institution.				
If you have ticked this box please indica	te the name of the Controlling Perso	n(s) in Part F.			
b) Other Financial Institution, including a D	Other Financial Institution, including a Depositary Financial Institution, Custodial Institution, or Specified Insurance Company.				
c) Other Investment Entity	Other Investment Entity				
If the entity is an <b>Active Non-Financial Entity</b> ("N	NFE") please specify the type of NFE	Ebelow:			
a) Corporation that is regularly traded or a	a related entity of a regularly traded	corporation.			
Provide the name of the stock exchange	e where traded:				
b) If you are a related entity of a regularly	traded corporation, provide the nam	ne of the regularly traded corporation:			
c) Governmental Entity, International Organ	nisation, a Central Bank, or an Entity v	wholly owned by one or more of the foregoing			
d) Other Active Non-Financial Foreign Ent	ity				



#### PART C - US FATCA Classification for all non-US Entities

If you are a US Entity, please complete our AEOI Entity Self-Certification Form which you can download from http://www.rl360.com/row/downloads/forms.htm

Please complete this section if the entity is <b>not</b> a US Tax Resident				
If the entity is a <b>Registered Financial Institution</b> , please tick one of the below categories, and provide the entity's GIIN.				
a) IGA Partner Jurisdiction Financial Institution				
b) Registered Deemed Compliant Foreign Financial Institution				
c) Participating Foreign Financial Institution				
Global Intermediary Identification number (GIIN):				
If the entity is a Financial Institution but unable to provide a GIIN, please tick one of the below reasons:				
a) The Entity is a <b>Sponsored Financial Institution</b> and has not yet obtained a GIIN but is sponsored by another entity that has registered as a Sponsoring Entity. Please provide the Sponsoring Entity's name and GIIN.				
Sponsoring Entity's Name:				
Sponsoring Entity's GIIN:				
b) The Entity is a <b>Trustee Documented Trust</b> . Please provide your Trustee's name and GIIN.				
Trustee's Name:				
Trustee's GIIN:				
c) The Entity is a Certified Deemed Compliant, or otherwise <b>Non-Reporting, Foreign Financial Institution</b> (including a Foreign Financial Institution deemed compliant under Annex II of an IGA, except for a Trustee Documented Trust or Sponsored Financial Institution).				
Indicate exemption:				
d) The Entity is a Non-Participating Foreign Financial Institution.				
If the entity is <b>not a Foreign Financial Institution</b> , please confirm the Entity's FATCA status below:				
a) The Entity is an <b>Exempt Beneficial Owner</b> Indicate status:				
b) The Entity is an Active Non-Financial Foreign Entity (including an Excepted NFFE)				
i. If the Entity is a <b>Direct Reporting NFFE</b> , please provide the Entity's GIIN:				
ii. If the Entity is a Sponsored Direct Reporting NFFE, please provide the Sponsoring Entity's name and GIIN.				
Sponsoring Entity's Name:				
Sponsoring Entity's GIIN:				



Details of the trust		
Name of the trust		
Date trust was established (dd/mm/yyyy)		
Nature and purpose of the trust		
Correspondence address and postcode		
Country		
Trustee details		
	Trustee 1	Trustee 2
Sex (please tick)	Male Female	Male Female
Title (please tick)	Mr Mrs Miss	Mr Mrs Miss
	Other (in full)	Other (in full)
First name(s)		
Last name(s)		
Date of birth (dd/mm/	уууу)	
Country of birth		
Nationality		
Country of residence for tax purposes		
Tax Identification Num If unavailable, provide	a functional equivalent (eg National Insurance Number,	Social Security Number, resident registration number)
Are you a US Specified	d Person? Yes No	Yes No
Current residential address and postcode (in full)		
Country		
Length of time at current address	Years Months	Years Months
Home telephone numb	per	
Mobile telephone num	ber	
Online services If you wish to access of	details of your plan online, you must supply us with the	e following information.
Email address		
Password (you will only use this once)		
Password hint		

Truste	e 3		Trustee 4	
Sex (please tick)	lle Fem	nale	Male	Female
Title (please tick)	Mrs Miss	S	Mr M	rs Miss
		Other (in full)		Other (in full)
First name(s)				
That ridine(s)				
Last name(s)				
Date of birth (dd/mm/yyyy)				
Country of birth				
Nationality				
Country of residence for tax purposes				
Tax Identification Number (TI	N)			
If unavailable, provide a funct	ional equivalent (eg Nat	ional Insurance Number	, Social Security Nun	nber, resident registration number)
Are you a US Specified Perso	n? Yes No		Yes N	0
Current residential address and postcode (in full)				
,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,				
Country				
Country				
Length of time at current address	Years	Months	Years	Months
Home telephone number				
Mobile telephone number				
Online services If you wish to access details	of your plan online. you	must supply us with th	e following informat	tion.
Email address				112111
Password (you will only use this once)				
Password hint				
Evidence required				
As an individual trustee a	applicant, please tick to	confirm that you have s	upplied the followin	g:
Suitably certified identity a	nd current residential a	ddress documentation	for each trustee	
• Suitably certified copy of t	he trust deed and any s	ubsequent deed(s) of a	ppointment or retir	ement.
	Settlor(s)	Protector(s)	Beneficiaries (whe	re named)
First name	✓	✓	✓	
Last name	✓	✓	✓	
Date of birth	✓	✓	1	
Current residential address	1	1	✓	
Occupation	✓	X	X	

Date of death

Χ

Χ

**√**#

<sup>#</sup> for settlor(s) no longer alive.

PLAN REQUIREMENTS

Who will fund the plan	? The applicant Settlor(s)*
* Trustee applicants - address.	please provide a certified copy of the settlor's ID along with a certified copy of their proof of residential
IMPORTANT: The follo	wing information MUST match the details shown on your Key Information Document.
Plan currency	GBP USD EUR CHF AUD HKD JPY
Amount	
Payment frequency	Monthly Quarterly Half-yearly Yearly
Payment term	(years)
Establishment period	(months)
Segmentation How would you like yo	ur plan to be segmented? One segment
If you leave this sectio	n blank we will issue your plan with 100 segments.
payments on a half-yee  Credit/debit card  Direct debit (GBP p  Standing order (p  Cheque (half-year  Telegraphic transf  IMPORTANT: some ba if any charges apply p enough, so that the re  Payments by cheque of the period of th	Ints monthly or quarterly by credit/debit card, standing order or direct debit. If you prefer, you can make arly or yearly basis by credit/debit card, standing order, direct debit, telegraphic transfer or cheque.  (please complete the credit card mandate on page 18)  Deayments from UK and Channel Island banks only) (please complete the direct debit instruction on page 20)  Rease complete the standing order instruction on page 21)  Rely or yearly payment only) (please complete the banking details below)  Rer (half-yearly or yearly payment only) (please complete the banking details below)  Religiously or the standing order instruction on page 21)  Religiously or yearly payment only) (please complete the banking details below)  Religiously or yearly payment only) (please complete the banking details below)  Religiously or yearly payment only) (please complete the banking details below)  Religiously or yearly payment only) (please complete the banking details below)  Religiously or yearly payment only) (please complete the banking details below)  Religiously or yearly payment only) (please complete the banking details below)  Religiously or yearly payment only) (please complete the banking details below)  Religiously or yearly payment only) (please complete the banking details below)  Religiously or yearly payment only) (please complete the banking details below)
to evidence the transf	
Bank name	
Bank address and postcode	
Account holder's nam	е
Branch SWIFT code (for all non-GBP and in SWIFT code must be e	or Bank sort code for UK GBP payments only)  or ternational payments only)
IBAN/account number (all non-GBP accounts	
Account held for	years months



#### **Fund choice**

Please list your choice of funds below, up to a maximum of 10 funds. The minimum investment per fund is GBP25/USD50/EUR50/CHF50/AUD50/HKD500/JPY5,000.

ISIN	Fund name	Currency	Percentage of payment
			%
			%
			%
			%
			%
			%
			%
			%
			%
			%
			100%

### SOURCE OF WEALTH DETAILS

The Insurance (Anti-Money Laundering) Regulations 2008 requires all Isle of Man life companies to make enquiries as to how an applicant has acquired the monies to be used as payment for their plan. This reflects the Isle of Man's commitment to maintain the highest possible standards of business practice and to counter money laundering and the financing of terrorism.

RL360 has adopted a risk-based approach to meet these regulations, categorising all countries that we will accept business from into 1 of 3 tiers. Each tier has different source of wealth requirements. We have categorised countries according to their level of compliance with international regulatory standards.

Full details on the source of wealth procedures can be obtained from your financial adviser or can be downloaded from www.rl360.com/sourceofwealth.pdf.

Trustee applicants must complete the following questions below in all cases and for both settlors as applicable.

Annual salary plus bo	Applicant/Settlor 1	Settlor 2
Income this year (include currency)		
Income last year (include currency)		
Occupation		
Employer's company name		
Nature of business		

Other unearned income		Settlor 2
Amount received (include currency)		
Received from		
Date received (dd/mm/yyyy)		
If you are retired please tell us your previous occupat	ion, salary, employer and d	late of retirement.
Previous occupation		
Salary (include currency)		
Employer's company name		
Date retired (dd/mm/yyyy)		
Where your source of wealth for this application is f	rom any of the following, p	please provide details.
Savings Amount received (include currency)		
Bank where savings were held		
How were savings accumulated?		
Pension transfer  Amount received (include currency)		
Received from		
Date received (dd/mm/yyyy)		
Property or asset sale		
Amount received (include currency)		
Address of property sold or asset type		
How long held		
Date of sale (dd/mm/yyyy)		
Company profits Profits this year (include currency)		
Profits last year (include currency)		
Industry		



Company sale	Applicant/Settlor I	Settlor 2
Amount received		
(include currency)		
Company name		
Company industry		
Date received (dd/mm	n/yyyy)	
Other (such as a lotte	ry or betting win, gift or inheritance. For inheritance	please state from who.)
Amount received (include currency)		
Source		
Date received (dd/mm	n/yyyy)	
RL360 reserves the rig	ght to request further documentary evidence of source	ce of wealth should it be considered necessary.
$\bigcirc$		
ADDITION	IAL INFORMATION	
If you have no additio	nal notes, please continue to Section 09 - Declaration	ı. 

### PAYMENT OF PROCEEDS

You do not have to complete this section now, however, if you do:

- it may help us to speed up the payment of withdrawals or plan proceeds in the future; and
- it will help strengthen our anti-fraud procedures.

Payment can only be made to a bank account in your name, as the applicant.

Bank name			
Bank address and postcode			
A a a a unit la a la la ula mana a			
Account holder's name			
Branch SWIFT code	Lagraments)	OR	Bank sort code
(for all non-GBP and international			(for UK GBP payments only)
SWIFT code must be either 8 or 11	digits		
IBAN/account number (all non-GBP accounts)		OR	Account number (GBP UK Bank only)



#### Plan literature

I confirm that I have read a copy of the plan literature including the Product Guide, Key Information Document and Terms and Conditions.

#### My application

I confirm that all of the information provided in this application, along with any supporting forms, questionnaires, statements, reports or other information is true and complete.

I am aware that I am contractually required to make payments to RL360 on the frequency I have indicated, and if I stop paying before the end of the payment term, early exit charges will apply. I understand that if I stop payments during my plans establishment period I will receive no money back, the only exception to this being where I have used my right to cancel.

#### Availability

I confirm that to the best of my knowledge and belief, I am not subject to any legislation that would make investment into this plan unlawful.

Financial adviser		
I have appointed	(company name)	to act as my financial adviser.
l agree to RL360	nsurance Company Limited (RL360), disclosing all information relating to the pla	an to my appointed financial

Illustration

I understand that my Illustration is not guaranteed by RL360 or my adviser, and only offers an indication of what I might get back under a limited number of scenarios. I accept that RL360 is not responsible for monitoring whether my plan's performance matches the assumptions made in my Illustration.

#### **Key Information Document (KID)**

I confirm that I have included a signed KID with this application.

I understand that the KID sets out the details of my plan, and by signing it I acknowledge that I am aware of the charges that will be deducted.

I am also aware that the details that I have provided in Section 04 - Plan Requirements must match my signed KID. If they are different RL360 will ask me to sign a new KID matching Section 04 - Plan Requirements before it can allow my plan to start.

adviser. I will let RL360 know in writing if I decide to change my appointed financial adviser.



#### Investment

I am aware that RL360 does not provide investment advice, is not responsible for managing funds and does not determine whether or not funds are suitable for me. I understand that my plan offers access to a range of funds and that these are managed by external companies. I accept that ultimate responsibility for fund selection lies with me and/or my appointed adviser; if funds underperform and as a consequence my plan drops in value, I accept this is not the fault of RL360.

I request that RL360 allocates my payments to the funds selected as part of this application. In order for RL360 to do this I confirm the following:

- a) I agree to RL360 acting on instructions received from me or my appointed adviser, and I will read the documentation issued by the fund manager for each fund prior to selecting it for my plan.
- b) I am aware that some funds may have terms and conditions that could:
  - i) restrict RL360 from realising a cash value when requested and prevent RL360 paying out benefits from the plan in a timely fashion.
  - ii) result in RL360 having to pay back some or all of the sale proceeds if an adjustment has to be made after the payment. If RL360 is required to make such a repayment and the plan value is too low to cover it, or I have cancelled my plan, I agree to compensate RL360 for any loss that it has suffered as a result.
- c) I accept that RL360 has the right to sell funds linked to the plan without requiring my permission. RL360 may do this if it decides that a fund may have harmful legal or tax consequences under law.
- d) I am aware that there may be fees to pay when RL360 sells one or more of the funds linked to my plan. Any fees due when selling a fund should be detailed by the fund manager in the fund documentation.
- e) I confirm that I am aware of the fees that I must pay in relation to my chosen funds.

#### Trustee applicants

Where the settlor wishes to make payments direct to RL360, I acknowledge and confirm the following:

- a) I acknowledge that it is usual practice for all initial and incremental settlements into a trust to be received by the Trustees and then subsequently invested in accordance with the settlor's wishes.
- b) I acknowledge and confirm that RL360 may accept payments directly from the settlor(s), and that I am not aware of any legal or regulatory reason why they should not do so.
- c) I confirm that all payments made by the settlor(s) into the plan constitute Trust funds.
- d) I confirm that full customer due diligence documentation and source of wealth information will be supplied to RL360 in respect of the settlor(s).
- e) I accept responsibility for informing you of any specific cases where the trustees wish to make payments from the Trust bank account to the plan.
- f) I understand that RL360 may be unable to accept payments originating in some jurisdictions as a result of international or banking sanctions.

#### Company applicants

I confirm that I have the necessary powers to take out this plan and enter into a contract with RL360.

I also confirm that my company has not been, and is not in the process of being, struck-off, dissolved, wound-up or terminated.

I agree that I will notify RL360 in writing immediately when any of the directors, list of authorised signatories or trustees change.

I agree that I will provide evidence of identity and current residential address when asked by RL360. I also acknowledge that RL360 can ask for an up-to-date authorised signatory list at any time.

I am aware that RL360 is authorised to obtain a bank reference at any time.

#### **Data Protection**

This form collects your personal data. We require your personal data so we can provide you with services relating to the performance of your contract. You may ask us to stop processing your data, however this may disrupt the services RL360 can provide to you or may stop us being able to assist you. To find out how long we will keep your data, please refer to our privacy policy at www.rl360.com/privacy. Any data you provide to RL360 may be shared, if allowed by law, with other companies both inside and outside of RL360 and to persons who act on your behalf. Data and information about you can be transferred outside of the Isle of Man and RL360 may be required to provide it to its regulator, its government or anyone else required by law.

RL360 will use your data and information to allow for the administration of your plan, prevent crime, prosecute criminals and for market research and statistics. RL360 will, at all times, make sure that your data and information is only used in ways that are allowed by law.



You can receive a copy of the information RL360 holds about you free of charge by writing to our Data Protection Officer at: RL360, International House, Cooil Road, Douglas, Isle of Man, IM2 2SP, British Isles, or by emailing dpo@rl360.com. We can reserve the right to not send you your personal data in some circumstances - if we do we will write to you setting out the reasons why.

Our full privacy policy can be viewed at www.rl360.com/privacy or can be obtained by requesting a copy from our Data Protection Officer.

#### **Politically Exposed Persons**

A Politically Exposed Person (PEP) is a person entrusted with prominent public functions, their immediate family members or persons known to be close associates of such persons. Examples of PEPs include political figures, members of the judiciary, diplomatic service officers, managers and supervisors of state owned enterprises and senior ranking military officers.

diplomatic service off	ricers, managers and supervisors of state owned ent	erprises and senior ranking military officers.
Please add the names	of any PEPs associated with this application in the	box below.
Where this box is left	blank, you are confirming that no PEPs are associat	ed with this plan.
<b>Legal</b> I agree to my plan bei maybe brought in rela	ing governed by Isle of Man law and to the Isle of Ma ation to my plan.	n Courts having the right to decide any case that
get back may be less		nformation Document. I understand that the amount I n in value. I am aware that to cancel my plan I will need
Final agreement I agree to the followin	ng documents forming the basis of the contract betv	veen me and RL360:
• this Application For	m	
• the Key Information	Document	
• the Terms and Cond	ditions	
• the Plan Schedule		
• any Endorsement to	the Plan Schedule	
I accept that RL360 of this application.	can bring the plan to an end if I have failed to detail	any facts that may influence the decision to accept
I confirm that this app	lication was signed in (give country)	
	Trustee 1/Authorised Signatory	Trustee 2/Authorised Signatory
Signed		
Full name		
Date (dd/mm/yyyy)		
	Trustee 3/Authorised Signatory	Trustee 4/Authorised Signatory
Signed		

Full name

Date (dd/mm/yyyy)

### FINANCIAL ADVISER DETAILS

This section is to be completed by your financial adviser.

The RL360 adviser number can be	pe obtained from your regional office.
Company name	
RL360 adviser number	
Name of regulatory or authorising body	
authorising body	
Regulatory number	
(if applicable)	
Financial adviser's stamp (if this does not state an address, please complete	
company address details too)	
- II	
Full name	
Online services username	
(if registered)	
Work telephone number	
Mobile telephone number	
Email address	
	entary proof of the applicant(s) identity, and certification of their residential address, and have, bly certified copies of both as set out in the completion notes, along with this application.
Signed	
Date (dd/mm/yyyy)	

### APPLICATION CHECKLIST

This checklist will help make sure you have provided everything we need to process your application.

#### Verification of identity - must be provided for all directors/partners and trustees named in Sections 02 or 03.

Please send a suitably certified copy\* of their passport or National Identity Card showing their photograph(s) and signature – If you are unable to provide either of these please provide a reason why and contact us to discuss other acceptable documents before sending in your application.

Applicants				
I have provided identification (please tick to confirm)				
If you are unable to	provide ID please confirm why below:			
Verification of curre	ent residential address – must be provided for all applicants			
Sections 02 or 03. If	ly certified copy* of at least one of the following documents for each director /partner or trustee named in you are unable to provide any of the documents listed below, please provide a reason why in Section 07 - on and contact us to discuss other acceptable documents before sending in your application.			
Please tick which documents you have sent us	Acceptable document			
	Latest bank account or credit card statement			
	Utility, rates or council tax bill (less than 3 months old). Mobile telephone bills are not acceptable			
	Current driving licence			
	Proof of ownership or rental at current residential address			
	Mortgage statement			
	Tax assessment document			
	State pension, benefit book or other government produced document showing benefit entitlement			
	Extract from official register of electors			
	Proof of payment for a PO Box service (which must also show the residential address) where the PO Box shown is also the correspondence address of the applicant			
	Entry in local telephone directory.			
Confirmation of plant Please make sure you Information Docume	u have completed Section 04 - Plan Requirements and have included a signed Illustration and Key			
I have provided	my plan requirements and can confirm that they match my Key Information Document (please tick to confirm).			
I have included	a signed Illustration and Key Information Document (please tick to confirm).			
Trustee applicants Where the settlor(s)	fund the plan, please tick to confirm that you have provided the following documentation:			
Certified copy of	the settlor's ID			
Certified copy of	the settlor's proof of residential address.			

#### \*Suitably Certified Copy Documentation

Your financial adviser can certify your copy documents, if they hold established Terms of Business with us and, where appropriate, have been granted Suitable Certifier status. Please consult your financial adviser to check if they can certify your documents.

If your financial adviser cannot certify your documents, we will accept certification by one of the following 'Suitable Certifiers':

- A Notary Public (or equivalent)
- A lawyer or advocate
- A formally appointed member of the judiciary
- An employee of RL360
- A Commissioner for Oaths
- · A registrar or other civil or public servant authorised to issue or certify copy documents.

If you cannot have your documents certified by one of the above, please contact us.

The certifier must:

- Add the statement 'Certified as a true copy taken from the original'
- Sign and date the copy document on all pages
- Print their name clearly in BLOCK CAPITALS underneath their signature
- Record the capacity or position in which they are certifying the document
- Add their company name or official stamp or seal.

The documents which we receive must contain the original certification and stamp.

### PAYMENT METHODS

If you wish to pay by card, standing order or direct debit, please complete the appropriate payment method form or alternatively, please follow the relevant instructions below.

#### Cheque

Please send your cheque, made payable to RL360 Insurance Company Limited to RL360, International House, Cooil Road, Douglas, Isle of Man, IM2 2SP, British Isles.

Your cheque must come from the bank account you have detailed in Section 04 - Plan Requirements.

Please note that GBP cheques can take up to five working days to clear. Other currency cheques may take considerably longer to clear.

#### Telegraphic transfer

If you are paying into your plan by telegraphic transfer please instruct your bank to quote your name as a reference.

Your payment must come from the bank account you have detailed in Section 04 - Plan Requirements.

Please make your payment to RL360 Insurance Company Limited through the appropriate bank below.

Currency	SWIFT code	IBAN	Sort code	Account number	Bank name	Account name
AUD	CITIGB2L	GB45 CITI 1850 0813 1419 34	18-50-08	13141934	Citibank, London	RL360
CHF	CITIGB2L	GB26 CITI 1850 0813 1418 88	18-50-08	13141888	Citibank, London	RL360
EUR	CITIGB2L	GB20 CITI 1850 0813 1418 02	18-50-08	13141802	Citibank, London	RL360
GBP	CITIGB2L	GB34 CITI 1850 0813 1420 35	18-50-08	13142035	Citibank, London	RL360
HKD	CITIGB2L	GB10 CITI 1850 0813 1416 91	18-50-08	13141691	Citibank, London	RL360
JPY	CITIGB2L	GB26 CITI 1850 0813 1415 00	18-50-08	13141500	Citibank, London	RL360
USD	CITIGB2L	GB54 CITI 1850 0813 1415 78	18-50-08	13141578	Citibank, London	RL360

#### Bank address

The bank address for all the above accounts is: Citibank, Citigroup Centre, Canada Square, Canary Wharf, London, E14 5LB, UK.







# CREDIT AND DEBIT CARD MANDATE

#### Important We are only able to accept cards with one of the logos above and prefixed with a '3', a '4' or a '5'. The maximum amount that can be collected by credit card is GBP99,999.99 (or currency equivalent) per payment. I authorise you, until further notice in writing, to collect payments as detailed below: CHF HKD JPY GBP USD EUR AUD Currency Payment amount in figures Payment amount in words Monthly Quarterly Half-yearly Payment frequency Yearly \* this applies to initial payment only, future payments are deducted Starting on (dd/mm/yyyy)\* 2 working days prior to the payment due date. Mastercard/Eurocard JCB American Express\* Card type Visa \* The amount we collect from your card will be 1% higher than your payment amount to cover additional charges applied by American Express. (name of bank) Card issued by Country of card issuer Cardholder's name(s) Cardholder's address (as held by the card issuer) The cardholder's address should be the same as that of the applicant(s). If it is not, please provide reasons why in Section 07 - Additional Information. Card number Expiry date (mm-yy) I understand that RL360 Insurance Company Limited (RL360) will advise me of the amount to be paid and the dates on which payment is due and that RL360 may only change these after giving me prior notice. I understand that this authority in favour of RL360 will remain in force until such time as I cancel it in writing. Signature of cardholder(s)

Date (dd/mm/yyyy)

#### Additional information

In order to comply with the Isle of Man Insurance (Anti-Money Laundering Regulations) 2008, we may require additional source of wealth evidence subject to where the bank that issued your credit or debit card is registered. For further information about country tiers please refer to our source of wealth information document available online at www.rl360.com/sourceofwealth.pdf.

#### **CREDIT CARD PRE-AUTHORISATION**

Pre-authorisation is the process of pre-approving payments with the card provider. We carry out this process to make sure that the card's details are correct and working properly prior to collecting the payment.

This process will create a pre-authorisation on the credit card for one unit of the currency payments are made in i.e. GBP1.00/USD1.00/EUR1.00 etc. This amount may not appear on the credit card statement, but will affect the card balance or spending limit until the card provider removes it.

If the cardholder has opted to receive text messages, they may get a confirmation text for this transaction.

# DIRECT DEBIT INSTRUCTION

Important GBP payments from UK and Cha	nnol Island banks only
GBP payments from OK and Cha	Tiller Island banks only.
Any changes to your payment w	ill be applied without the need for a further instruction.
Service User Number	2 7 0 0 5 0
Name and full postal address of	your bank or building society branch
To the manager	Bank/Building Society
Bank address	
Name(s) of account holder(s)	
Bank sort code	- Account number
Instruction to your bank or build	ling society
safeguards assured by the Direct	npany Limited Direct Debits from the account detailed in this Instruction, subject to the t Debit Guarantee. I understand that this Instruction may remain with RL360 Insurance Company passed electronically to my bank/building society.
Signed	Account holder 1/Authorised signatory  Account holder 2/Authorised signatory
Full name	
Date (dd/mm/yyyy)	
Banks and buildin	g societies may not accept Direct Debit instructions from some types of account

This guarantee should be detached and retained by the payer.

#### THE DIRECT DEBIT GUARANTEE

- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits
- If there are any changes to the amount, date or frequency of your Direct Debit, RL360 Insurance Company Limited will notify you 14 working days in advance of your account being debited or as otherwise agreed. If you request RL360 Insurance Company Limited to collect a payment, confirmation of the amount and date will be given to you at the time of the request
- If an error is made in the payment of your Direct Debit by RL360 Insurance Company Limited or your bank or building society you are entitled to a full and immediate refund of the amount paid from your bank or building society If you receive a refund you are not entitled to, you must pay it back when RL360 Insurance Company Limited asks you to.
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.

# **STANDING ORDER**

INS	TRU	CTI	ON	

Important	
-	nt you pay into your plan at a later date, you will need to complete a new standing order el your standing order you will need to do this directly through your bank.
To the manager	Bank/Building Society
Bank address	
Plan reference	
	supplied by RL360 after receipt of the application and must be quoted by your bank on all so may result in payment being rejected by our bankers.
Please debit the payment amou	nt, together with any transfer charges, from my account detailed below:
Currency	GBP USD EUR CHF AUD HKD JPY
Payment amount in figures	
Payment amount in words	
Payment frequency	Monthly Quarterly Half-yearly Yearly
Payment start date (dd/mm/yyyy)	
Name(s) of account holder(s)	
Branch SWIFT code (for all non-GBP and internation SWIFT code must be either 8 or	
IBAN/account number (all non-GBP accounts)	OR Account number (GBP UK Bank only)

Please tick the box in the table below that matches your plan currency.

Tick one	Currency	SWIFT code	IBAN	Sort code	Account number	Bank name	Account name
	AUD	CITIGB2L	GB45 CITI 1850 0813 1419 34	18-50-08	13141934	Citibank, London	RL360
	CHF	CITIGB2L	GB26 CITI 1850 0813 1418 88	18-50-08	13141888	Citibank, London	RL360
	EUR	CITIGB2L	GB20 CITI 1850 0813 1418 02	18-50-08	13141802	Citibank, London	RL360
	GBP	CITIGB2L	GB34 CITI 1850 0813 1420 35	18-50-08	13142035	Citibank, London	RL360
	HKD	CITIGB2L	GB10 CITI 1850 0813 1416 91	18-50-08	13141691	Citibank, London	RL360
	JPY	CITIGB2L	GB26 CITI 1850 0813 1415 00	18-50-08	13141500	Citibank, London	RL360
	USD	CITIGB2L	GB54 CITI 1850 0813 1415 78	18-50-08	13141578	Citibank, London	RL360

#### Bank address

The bank address for all the above accounts is: Citibank, Citigroup Centre, Canada Square, Canary Wharf, London, E14 5LB, UK.

	Account holder 1/Authorised signatory	Account holder 2/Authorised signatory
Signed		
Full name		
Date (dd/mm/yyyy)		

# **AUTHORISATION TO PAY A FINANCIAL ADVISER FEE**

Disease complete in DLOCK conitals throughout	
Please complete in BLOCK capitals throughout.	
Who is this form for? This form is for applicants who wish to authorise RL360 to pay a financial adviser fe	e to:
	(adviser company and address)
RL360 adviser number:	
We can only accept instructions that have been signed by all applicants.	
Important notes	
<ol> <li>As this instruction will result in a deduction from your plan to meet the fee you are deduction may form part of any deferred tax allowance for your country of residen determine whether this could affect you.</li> </ol>	
<ol><li>RL360 cannot be held responsible for any future tax liability that may accrue to the where it later transpires that it should have been charged. The adviser is responsib are providing is subject to any additional taxes.</li></ol>	
3. This fee is calculated and paid each quarter from the plan anniversary.	
4. The value of any additional payments made to the original plan will be treated as p	art of its value when the fees are calculated.
5. This agreement shall be subject to, and interpreted in, accordance with the laws of	the Isle of Man.
6. I confirm that I will inform RL360 in writing should I wish to terminate payment o	f this fee.
Applicant to complete	
I authorise RL360 to pay the following fee to my financial adviser:	
Financial adviser fee	
% per year, paid quarterly in arrears as percentage of my plan value (the	fee should not be more than 1.0% per year).
Note: where this fee is used in conjunction with an investment adviser fee, the two per year.	fees combined cannot be more than 1.5%
Plan application dated (dd/mm/yyyy)	

#### Fee deduction

Will start after the completion of the original establishment period.

	Trustee 1/Authorised signatory	Trustee 2/Authorised signatory
Signed		
Full name		
Date (dd/mm/yyyy)		
	Trustee 3/Authorised signatory	Trustee 4/Authorised signatory
Signed	Trustee 3/Authorised signatory	Trustee 4/Authorised signatory
Signed Full name	Trustee 3/Authorised signatory	Trustee 4/Authorised signatory

# INVESTMENT ADVISER APPOINTMENT

#### Who is this form for?

This form is for applicants who wish to appoint an investment adviser to their plan. Investment advisers may act on a non-discretionary or discretionary basis. This is your choice and an agreement that you must make with your investment adviser.

#### Completing this form

By completing this form you are informing RL360 about the appointment of a company to act as an investment adviser to your plan. They will have the power to place dealing instructions on your behalf.

We can only accept written instructions that have been signed by all applicants.

Please complete in BLOCK capitals throughout.

#### Important notes

Please note that payments to your investment adviser may only commence once the plan's original establishment period is complete.

#### INVESTMENT ADVISER APPOINTMENT **SECTION 1** Applicant to complete I wish to appoint Investment adviser company name to act in the capacity of an investment adviser to my plan Application dated (dd/mm/yyyy) I understand that my investment adviser will be able to act on my behalf, subject to the terms and conditions set out in Section 2 below, to advise on and change the funds to which the value of my plan is linked. I authorise RL360 Insurance Company Limited (RL360) to release all relevant information relating to my plan to my investment adviser when requested. I understand that RL360 is not responsible for any loss or liability incurred to my plan as a result of advice given, or negligence by, my appointed investment adviser. I also understand that RL360 is not responsible for the performance of any funds linked to my plan. I confirm that all communications in relation to investment instructions should be directed to my investment adviser. Please confirm on what basis you wish your investment adviser to be appointed, non-discretionary or discretionary, by ticking the appropriate box below. I confirm that my investment adviser will be acting on a non-discretionary basis. Instructions may only be forwarded to RL360 after my investment adviser has consulted me. My investment adviser has confirmed to me that they have the necessary regulatory authorisations in order to perform this role. I understand that RL360 is not required to obtain proof that my investment adviser has consulted with me, prior to acting on any instructions received. I confirm that my investment adviser will be acting on a discretionary basis. Dealing instructions may be forwarded to RL360 without my consent. My investment adviser has confirmed to me that they have the necessary regulatory authorisations in order to perform this role. I authorise RL360 to take a fee from my plan in line with the following: A percentage % per year, taken quarterly as percentage of my plan value (the fee should not be more than 1.0% per year).

Note: Where this fee is used in conjunction with a Financial Adviser fee, the two fees combined cannot be more than 1.5% per year.

#### SECTION 1 INVESTMENT ADVISER APPOINTMENT CONTINUED

I am aware that for as long as I have an appointed investment adviser I will be unable to access online dealing facilities.

I confirm that should I change my investment adviser, or bring this agreement to an end in the future, I agree to inform RL360 in writing (originals only), immediately.

I acknowledge that RL360 has the right to reject the appointment of my investment adviser at its discretion.

I agree that I am solely responsible for the appointment of an investment adviser to my plan and that I am also responsible for ensuring that they have the appropriate experience, and/or qualifications and permissions to provide me with investment advice.

I acknowledge that RL360 is not liable for the performance or conduct of my investment adviser, or for ensuring that they hold and continue to maintain any regulatory or legal permissions required to provide investment advice.

	Trustee 1/Authorised signatory	Trustee 2/Authorised signatory
Signed		
Full name		
Date (dd/mm/yyyy)		
	Trustee 3/Authorised signatory	Trustee 4/Authorised signatory
Signed		
Full name		
Date (dd/mm/yyyy)		
SECTION 2 INV	ESTMENT ADVISER DETAILS AND CONDITIONS	
<b>Investment adviser to</b> Full name	complete	
Online services userna (if registered)	ame	
Company name		
RL360 adviser number		
Investment adviser company address		
Email address		
Telephone number		
Fax number		

If you do not have Terms of Business with RL360, please contact your Regional Sales Manager before submitting this form.

#### SECTION 2 INVESTMENT ADVISER DETAILS AND CONDITIONS CONTINUED

In accepting the appointment of investment adviser to the above stated plan, I agree to the following terms and conditions:

- 1. All instructions relating to the purchase, sale or switching of funds will be in respect of the range agreed by RL360 as being eligible for the plan.
- 2. All instructions should be provided in a format as agreed by RL360.
- 3. RL360 will purchase, sell or switch funds at the relevant market price as available at the time of placing an instruction.
- 4. RL360 has the right to accept or reject any instruction from the investment adviser at its own discretion.
- 5. The investment adviser must maintain such authorisation as is necessary to act as an investment adviser under the legislation and regulation in the country in which advice is given.
- 6. RL360 and the plan owner cannot be held responsible for any future tax liability, that may accrue to the investment adviser, as a result of a failure to levy tax where it later transpires that it should have been charged. The investment adviser is responsible for deciding whether or not the service they are providing is subject to the levy of any additional taxes.
- 7. RL360 has the right to remove the investment adviser from the plan, without specifying a reason, and on giving one month's written notice to the plan owner and the investment adviser.
- 8. The investment adviser may resign their appointment by giving written notice to the plan owner and RL360. RL360 will remove the investment adviser from the plan as soon as the notification is received.
- 9. The appointment will cease immediately upon written notification of bankruptcy, dissolution or insolvency of the investment adviser, or any composition with creditors, or if the investment adviser is in breach of any regulatory requirement, or it becomes illegal for the investment adviser to act in this capacity.
- 10. This appointment and agreement shall be subject to, and interpreted in, accordance with the laws of the Isle of Man.
- 11. RL360 will not be liable in the event that the appointed investment adviser or the plan owner fails to notify RL360 of any material factor affecting the above.

Please submit a current certified copy of your company's Authorised Signatory list with this form. If you have an additional list for persons authorised to sign dealing instructions, please also submit a certified copy with this form.

If your company is not regulated in the UK, Isle of Man, Channel Islands, Hong Kong or Gibraltar, please provide identification and address verification for each person on the Authorised Signatory list.

	Investment adviser		
Signed			
Date (dd/mm/yyyy)			

RL360 Insurance Company Limited

**T** +44 (0)1624 681681

**E** csc@rl360.com

Registered Office: International House, Cooil Road, Douglas, Isle of Man, IM2 2SP, British Isles. Registered in the Isle of Man number 053002C. RL360 Insurance Company Limited is authorised by the Isle of Man Financial Services Authority.

RSC05a 01/19

CHOOSE HOW YOU SPEND TOMORROW BY SAVING TODAY

