

Using the editable fields?

To ensure your information is saved correctly, we recommend you save the form to your desktop before you start completing the required fields.

Appointment of a Lead Account Holder

– *Collective Investment Account (CIA) and Collective Investment Bond (CIB)*

With this form you can:

- appoint a 'Lead Account Holder' who can provide instructions to Quilter on behalf of other account holders.

We regularly update our forms; your financial adviser can confirm that this **September 2023** version is the latest by checking on our website quilter.com

Note For the purposes of this form:

- 'Quilter' means Quilter Life & Pensions Limited and Quilter Investment Platform Limited.
- 'Account' means the CIA or CIB in question.
- 'Account holder' means the account holder, trust, company, trustee or company signatory.

Completing this form

- Tick/complete this form, as applicable, using BLOCK CAPITALS and blue or black ink. For dates, please use the format day/month/year.
- Return the completed form to: **Quilter, SUNDERLAND, SR43 4JP.**

1. Details of the account

Account number Customer reference Account
A C -

Complete Part A or B

Part A - account held in the names of individuals

Full names of each individual account holder

Part B - account held in the names of an entity

Name of the entity (eg trust or company name)

Companies – please attach a current signatory list.

Trusts – please state the full names of the trustees below



2. Lead Account Holder

Full name

Telephone number

Email

3. Appointment and authority

The following declarations are made by all account holders, trustees and authorised signatories for the account stated in section 1, including the nominated Lead Account Holder.

1. I, the account holder, appoint the person named in section 2 to act as the Lead Account Holder for the account detailed in section 1, in accordance with the account Terms and Conditions.
2. I confirm that this appointment revokes all previous appointments.
3. **Where this request is made on behalf of a trust**, I confirm that the provisions of the trust allow delegation of authority to the Lead Account Holder named in section 2 to act on behalf of all Trustees.
4. **Where this request is made on behalf of a corporate entity**, I confirm the Lead Account Holder named in section 2 has the appropriate authority to act on behalf of the corporate entity.
5. I understand that:
 - a) this appointment is revocable and can be changed at any time as explained in the account Terms and Conditions.
 - b) by agreeing to the appointment, I authorise the Lead Account Holder to provide Quilter with instructions to carry out certain transactions on behalf of all account holders and that the instruction shall be deemed to have been addressed, sent and authorised by all account holders.
 - c) the appointment will be legally binding and that Quilter can act on certain instructions received from the Lead Account Holder.
 - d) some instructions cannot be provided by the Lead Account Holder alone including, but not limited to, the following:
 - i. instructions to withdraw money from, assign or transfer the account
 - ii. instructions to change details of a trust, eg the trustees
 - iii. instructions to appoint, change or remove an adviser firm and its associated financial advisers.
 - e) the appointment will:
 - i. remain in force until any account holders revoke it
 - ii. be revoked in some circumstances, including but not limited to, the following:
 - the death of the Lead Account Holder
 - the Lead Account Holder being declared bankrupt.

Use of the online Customer Centre:

6. I understand that:
 - a) to use the Quilter online Customer Centre I will need to register and accept the related Terms and Conditions
 - b) registering for the online Customer Centre will give me 'read only' access, unless I am the Lead Account Holder
 - c) this Lead Account Holder appointment will revoke any existing online Customer Centre agreement
 - d) the online Customer Centre Terms and Conditions override the standard Quilter product terms where the standard terms are incompatible with the ability to access the online Customer Centre facilities.
7. I authorise the Lead Account Holder to carry out and authorise transactions using the online Customer Centre that would normally need my authority.

All account holders/authorised trustees/authorised signatories must sign below/overleaf.

Signature

Date

Print full name

Capacity*

Signature

Date

Print full name

Capacity*

Signature

Date

Print full name

Capacity*

Signature

Print full name

Date

Capacity*

Signature

Print full name

Date

Capacity*

Signature

Print full name

Date

Capacity*

**eg account holder, lead account holder, trustee, signatory*

▶ *Continue below if there are more than six signatories.*



quilter.com

Please be aware that calls and electronic communications may be recorded for monitoring, regulatory and training purposes and records are available for at least five years.

Quilter is the trading name of Quilter Investment Platform Limited which provides an Individual Savings Account (ISA), Junior ISA (JISA) and Collective Investment Account (CIA) and Quilter Life & Pensions Limited which provides a Collective Retirement Account (CRA) and Collective Investment Bond (CIB).

Quilter Investment Platform Limited and Quilter Life & Pensions Limited are registered in England and Wales under numbers 1680071 and 4163431 respectively.

Registered Office at Senator House, 85 Queen Victoria Street, London, EC4V 4AB, United Kingdom. Quilter Investment Platform Limited is authorised and regulated by the Financial Conduct Authority. Quilter Life & Pensions Limited is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Their Financial Services register numbers are 165359 and 207977 respectively. VAT number 386 1301 59.

