

## Complete this form to transfer shares you hold into your Stocks & Share ISA

ISA regulations do not allow shares to be moved directly into an ISA unless they are coming out of an eligible savings scheme. To move your shares into your ISA the shares will need to be in your Dealing Account so that they can be sold. The sale proceeds will then be transferred to your ISA, and the shares will be repurchased within your ISA:

- Please note the proceeds which are transferred will count towards your annual ISA allowance.
- You can transfer up to £20,000 - less any contributions you have made to any combination of permitted ISAs during this tax year.
- Please also be aware that the sale of shares may be a disposal for Capital Gains Tax purposes.

### Costs:

- Commission will be charged on both the sale and the repurchase of your shares.
- In addition, 0.5% Stamp Duty Reserve Tax or 1% Irish Stamp Duty may be charged on the purchase.
- Any trade with a value over £10,000 will also incur a £1.50 PTM levy.
- Your shares will be sold and repurchased at different prices due to the difference between the market buying and selling price (the Market Spread).

## Section A: Your Personal Details

Client Name	<input type="text"/>		
Date of Birth	<input type="text"/>	Postal Code	<input type="text"/>
Dealing Account Number	<input type="text"/>	ISA Account Number	<input type="text"/>
Contact Number (in case we need to contact you)	<input type="text"/>		
Email address	<input type="text"/>		

## Section B: Bed & ISA Instructions

### Please note:

- **There will be a difference between the market buying and selling price (the 'Market Spread')**.
- If you **'Repurchase shares'** - You must ensure there are sufficient funds in your ISA to repurchase the same quantity of shares sold (please take the **costs** detailed above into account in your calculations).
- If you **'Invest cash'** - The **costs** deducted (detailed above) and the difference in buy/sell price will mean that the quantity of shares purchased will be less than those sold.
- Should your choice of investment be unclear, this may cause a delay in processing the instruction.

Stock name in full	Number of shares to be sold or amount in £ to be raised	Repurchase the same number of shares <i>OR</i> reinvest the cash raised (please tick)		
		Repurchase shares	Reinvest cash	
		Repurchase shares	Reinvest cash	
		Repurchase shares	Reinvest cash	
		Repurchase shares	Reinvest cash	
		Repurchase shares	Reinvest cash	
		Repurchase shares	Reinvest cash	
		Repurchase shares	Reinvest cash	
		Repurchase shares	Reinvest cash	
		Repurchase shares	Reinvest Cash	

## Section C: Declaration and Authority

### Please read this section carefully before signing the Declaration

As an Execution Only Broker, your instructions will be carried out by us on an execution-only basis and we cannot advise on particular transactions, or their taxation, legal, regulatory, accounting or any other consequences. If you are in doubt about what action you should take, you should seek your own independent financial advice.

I authorise you to complete a Bed & ISA transaction by selling the specified shares in my Dealing Account, transferring the funds into my Stocks & Shares ISA and repurchasing the same shares within my ISA. I understand that the following charges will apply: dealing commission, 0.5% Stamp Duty Reserve Tax or 1% Irish Stamp Duty on the purchase and a PTM levy of £1.50 on trades over £10,000. I also understand there will be a difference in the sale and purchase price.

### I declare that:

- All subscriptions made, and to be made, belong to me
- I am 18 years of age or over
- I have not subscribed/made payments, and will not subscribe make payments, more than the overall subscription/payment limit in total to a cash ISA, a stocks and shares ISA, an innovative finance ISA and a Lifetime ISA in the same tax year
- I am resident in the United Kingdom for tax purposes or, if not so resident, either perform duties which, by virtue of Section 28 of 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 Jarvis Investment Management Ltd if I cease to be so resident or to perform such duties or be married to, or in a civil partnership with, a person who performs such duties
- I agree to the ISA terms and conditions

Signature of Individual

Date