

Fund Transfer Request

TO:

Switches Department
Friends Provident International Limited
Royal Court, Castletown, Isle of Man
British Isles, IM9 1RA
Telephone: +44(0) 1624 821212
Fax: +44(0) 1624 821005

Notes to help you to complete this form are on page 3. Please WRITE CLEARLY, use BLOCK CAPITALS and BLUE/BLACK INK only. If you make any mistakes while completing this form, please cross out the error and write the new information CLEARLY. **Each correction must be initialed by the person or persons completing the form.** Do NOT use correction fluid or other ways of deleting incorrect information.

Checklist

This form is not applicable to Reserve, Reserve Advance, International Portfolio Bond, Managed Portfolio Account or similar portfolio bonds

Before submitting your instruction, please check the following:

- You have stated the correct fund code
- Your choice of funds is available (please refer to the current Fund Prices leaflet)
- The total percentage adds up to 100% (please note we can only accept whole percentages)
- The instruction will not result in the contract holding more than 10 funds
- You have not included separate instructions for Initial Units and Accumulation Units (these cannot be switched separately)
- The instruction has been signed by all policyholders and assignees if applicable, or by a third party who has been granted Optional Management Authority

From

Plan Number

Full name(s) of Policyholder(s)

If we have a query with your instruction, we may need to contact you. Please provide us with details of the easiest method of contacting you (telephone, fax or email). **Please bear in mind this is likely to be between 8.00am and 6.00pm GMT.**

Telephone Number (including dialling code)

Fax Number (including dialling code)

Email Address

Option 1: Switch Instructions/Portfolio Realignment

Please WRITE CLEARLY and use BLUE/BLACK INK only. Please make sure your choice of funds is available by referring to the current Fund Prices leaflet. Not more than 10 funds may be held at any time. Initial Units and Accumulation Units cannot be switched separately. Please note we can only accept whole percentages.

I/We hereby request and authorise you to transfer the following funds in accordance with the relevant Policy Provisions.

Existing Funds				Revised Allocations																	
Fund Code	Fund Code	%	Fund Code	%	Fund Code	%	Fund Code	%	Fund Code	%	Fund Code	%	Fund Code	%	Fund Code	%	Fund Code	%	Fund Code	%	TOTAL
																					100%
																					100%
																					100%
																					100%
																					100%
																					100%
																					100%
																					100%

Option 2: Investment of future premiums

Please WRITE CLEARLY and use BLUE/BLACK INK only. Please make sure your choice of funds is available by referring to the current Fund Prices leaflet. Not more than 10 funds may be held at any time. Initial Units and Accumulation Units cannot be switched separately. Please note we can only accept whole percentages.

I/We hereby request and authorise you to invest future premiums in the following funds in accordance with the relevant Policy Provisions.

New Allocations																		
Fund Code	%	Fund Code	%	Fund Code	%	Fund Code	%	Fund Code	%	Fund Code	%	Fund Code	%	Fund Code	%	Fund Code	%	TOTAL
																		100%

Signature(s) of Policyholder(s)

Date

Signature

Date

How to complete this form

Option 1: Switch Instructions/Portfolio Realignment

Examples 1A and 1B

If you want to **SELL ALL** of a fund holding:

- In the column headed “**Existing Funds**”, you need to list each fund you want to sell.
- Next to each **Existing Fund** there is a row where you can list up to 10 funds - list the funds you want to purchase with the proceeds of that particular fund, and the percentage. Each row must total 100%.

Example 1A

Existing Funds						
Fund Code	Fund Code	%	Fund Code	%	Fund Code	%
A01	B01		C01			
D01	E01					

Example 1B

Existing Funds						
Fund Code	Fund Code	%	Fund Code	%	Fund Code	%
A01	D01	20	E01	20	F01	60
B01	D01	20	E01	20	F01	60
C01	D01	20	E01	20	F01	60

Example 2

If you only want to **SELL PART** of a fund holding:

- In the column headed “**Existing Funds**”, you need to list each fund you want to sell.
- Enter the **Fund Code** and **percentage** of the fund you wish to retain in the first two columns.
- Enter the new **Fund Codes** and **percentages** in the remaining columns. Each row must total 100%.

Existing Funds						
Fund Code	Fund Code	%	Fund Code	%	Fund Code	%
A01	A01		B01			
C01	C01		D01			

Example 3

If you want to **REDISTRIBUTE** your fund holding:

- Enter **ALL** in the “**Existing Funds**” field and the new fund split required. Each row must total 100%.

Existing Funds						
Fund Code	Fund Code	%	Fund Code	%	Fund Code	%
ALL	A01		B01		C01	

Option 2: Investment of future premiums

If you want to **REDIRECT FUTURE PREMIUMS**, please use **Option 2**. The row must total 100%. **See Example 4**.

Example 4

New Allocations																				
Fund Code	%	Fund Code	%	Fund Code	%	Fund Code	%	Fund Code	%	Fund Code	%	Fund Code	%	Fund Code	%	Fund Code	%	Fund Code	%	TOTAL
A01	20	B01	20	C01	20	D01	20	E01	20											100%

Need help?

If you need further assistance in completing this form, please contact any of the following offices:

- Hong Kong: +852 2524 2027
- Dubai: +9714 299 5910
- Isle of Man: +44(0) 1624 821212

Friends Provident International Limited

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Telephone: +44(0) 1624 821212 Fax: +44(0) 1624 824405

Website: www.fpinternational.com

Incorporated company limited by shares

Registered in the Isle of Man No. 11494

Authorised by the Isle of Man Insurance & Pensions Authority

Provider of life assurance and investment products

Authorised by the Office of the Commissioner of Insurance to conduct long-term insurance business in Hong Kong

Registered in the United Arab Emirates as an insurance company (Registration No.76)

and as a foreign company (Registration No. 2013)

Authorised by the United Arab Emirates Insurance Authority to conduct life insurance and savings business

Registered in Singapore No. F06835G

Authorised by the Monetary Authority of Singapore to conduct life insurance business in Singapore

