

Client name(s)

Client reference

Please complete this document in BLOCK capitals using a black ballpoint pen or type. Any sections that are incomplete may delay the transfer process.

- 1

Please do not state both a percentage and an amount.
- 2

The relevant Application forms must be completed in order to process your application.

Advice

If you have received advice on this decision from your financial planner please tick here

Transfer method – Sell stock and reinvest the cash proceeds

Please complete the following section to confirm the holdings you wish to sell and where you would like the cash proceeds to be reinvested.

Transfer from:				Transfer to: 2			
Portfolio/Account type and reference	Investment type	Owner	% to be transferred OR Exact amount to be transferred if partial 1	Portfolio/Account type and reference where known	Investment type	Owner	% to be transferred OR Exact amount to be transferred if partial 1
e.g. ISA AAA901I2	e.g. TrinityBridge Fund Range - Balanced Portfolio Fund	e.g. Mr A Example	e.g. 100% OR £20,000	e.g. ISA or Investment Account	e.g. TrinityBridge Fund Range - Balanced Portfolio Fund	e.g. Mr A Example	e.g. 100% OR £20,000

Cash balance notes: Are any cash balances held within the portfolio to be retained as cash or reinvested?

Transfer method – Internal transfer of stock in specie (in their entirety)

Please complete this section for stocks you wish to transfer to another portfolio in their current form. Please note we are unable to transfer stock in specie from any account into an ISA (with the exception of Additional Permitted Investments).

Transfer from:				Transfer to: 2			
Portfolio/Account type and reference	Investment type	Owner	% to be transferred OR Exact amount to be transferred if partial 1	Portfolio/Account type and reference where known	Investment type	Owner	% to be transferred OR Exact amount to be transferred if partial 1
e.g. ISA AAA901I2	e.g. TrinityBridge Fund Range - Balanced Portfolio Fund	e.g. Mr A Example	e.g. 100% OR £20,000	e.g. ISA or Investment Account	e.g. TrinityBridge Fund Range - Balanced Portfolio Fund	e.g. Mr A Example	e.g. 100% OR £20,000

Notes:

Please tick this box if you have used the supplementary sheet on page 4

## Additional instructions

Adjust any future regular contributions and/or auto ISA subscriptions that are linked to the above account(s). <sup>1</sup>

☐

Is the disinvestment to proceed upon receipt of this authority?

☐

OR

Is the disinvestment to wait until we are in a position to make the reinvestment?

☐

For Capital Gains Tax (CGT) constrained portfolios within the Discretionary Management Service only:

Please tick this box if you **do not** wish to exceed your annual CGT allowance when processing your disinvestment (Please see important statement 4 below).

☐

<sup>1</sup> Any regular contributions and auto ISA subscriptions linked to the respective portfolios will be adjusted in line with the updated structure of the portfolio once the internal transfer has been processed. These contributions or subscriptions will not be moved between clients in the event of a change of ownership.

## Balance payment instructions

If a cash balance is due from the above internal transfer that is to be paid out please complete this section.

I would like the balance £  to be paid to my nominated bank account.

### Nominated bank account:

Account name

Bank/Building society name

Branch

Sort code

  -   -  

Account number

       

Reference/Building society roll number

## Please read and sign

If the beneficiary of this transfer is not the owner of this portfolio, by signing the below declaration, you confirm that the transfer is a gift and therefore authorise the respective transaction.

Please read the following statements and then sign to confirm you understand this information and authorise TrinityBridge to undertake the instructions you have given within this document.

### Selling and reinvesting the cash proceeds

1. Portfolios subject to Capital Gains Tax may incur capital gains over and above the annual exemption allowance. This could give rise to a liability to Capital Gains Tax which you will be required to declare within your Self-Assessment Tax Return. You will be able to find details of capital gains incurred within your TrinityBridge accounts on your Annual Tax Statement.

### General terms

2. As a security measure, we may contact you to confirm the validity of your instruction. This is for your protection and, if we are unable to contact you, we may have to defer the transfer until this verification had been completed.
3. If all or part of this form has been completed by a member of TrinityBridge, you confirm by signing below that you have checked that the details are correct. TrinityBridge will not be held responsible for any inaccuracies.

### For CGT constrained portfolios within the Discretionary Management Service only

4. Where a sale or transfer is being made from portfolios constrained by CGT, we will not take into account any capital gain unless you have indicated overleaf that you wish us to do so. By signing below you accept processing your sale may be delayed and that we are not responsible for any adverse price movements in the market during this period.
5. Any calculation of the capital gains impact of executing a sales transaction will be an estimate, we cannot guarantee that there will be no tax liability arising, or take into account any capital gains made on the disposal of assets held outside of your investments with TrinityBridge.

**Data Protection**

6. TrinityBridge Limited will hold, process and protect your personal information in keeping with the requirements of Data Protection law. For more information about how we use personal data, please visit [trinitybridge.com/privacy-policy](https://trinitybridge.com/privacy-policy)

Signature	Print name	Date of signature

Please send this form and any supporting documentation to:  
TrinityBridge, Nelson House, Gadbrook Business Centre,  
Gadbrook Road, Northwich, Cheshire, CW9 7TN.

Transfer method – Sell stock and reinvest the cash proceeds

Please complete the following section to confirm the holdings you wish to sell and where you would like the cash proceeds to be reinvested.

Transfer from:				Transfer to: 2			
Portfolio/Account type and reference	Investment type	Owner	% to be transferred OR Exact amount to be transferred if partial 1	Portfolio/Account type and reference where known	Investment type	Owner	% to be transferred OR Exact amount to be transferred if partial 1
e.g. ISA AAA90112	e.g. TrinityBridge Fund Range - Balanced Portfolio Fund	e.g. Mr A Example	e.g. 100% OR £20,000	e.g. ISA or Investment Account	e.g. TrinityBridge Fund Range - Balanced Portfolio Fund	e.g. Mr A Example	e.g. 100% OR £20,000

Cash balance notes: Are any cash balances held within the portfolio to be retained as cash or reinvested?

## Transfer method – Internal transfer of stock in specie

Please complete this section for stocks you wish to transfer to another portfolio in their current form. Please note we are unable to transfer stock in specie from any account into an ISA (with the exception of Additional Permitted Investments).

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