

# INSTITUTIONAL TOP UP FORM

## INSIGHT INVESTMENT DISCRETIONARY FUNDS ICVC



Please complete this form and return it to: Insight Investment Funds Management Limited, PO Box 374, Darlington, DL1 9RR. Please make sure you complete this form carefully as any unclear or incorrectly completed forms will be returned to you as we will be unable to process your request. If you have any queries when completing this form please call us on 0345 777 2233. Defined terms used in this form shall have the meaning given to them in the Prospectus of the OEIC (as such may be amended from time to time).

You may send your completed form to us by fax to 0345 603 0712. If you are sending your form to us by fax, please ensure that you confirm that it has been received and accepted by Insight Investment Funds Management Limited before the Valuation Point on the Dealing Day on which you wish your top up to be made. Top up requests received after the Valuation Point will be processed on the next Dealing Day. If you have sent this form to us by fax, please ensure that you send the original to us at the address set out above.

This application form is for use by institutional investors wishing to top up their investments in any of the following sub-funds of Insight Investment Discretionary Funds ICVC (the "OEIC"):

Insight Investment UK Broad Market Bond Fund  
 Insight Investment UK Corporate All Maturities Bond Fund  
 Insight Investment UK Corporate Long Maturities Bond Fund

Insight Investment UK Government All Maturities Bond Fund  
 Insight Investment UK Government Long Maturities Bond Fund  
 Insight Investment UK Index-linked Bond Fund

The agreement between you and Insight Investment Funds Management Limited for additional investment into your chosen sub-funds will come into effect when a correctly completed application form and related subscription monies (and any relevant accompanying documents) are received and accepted by Insight Investment Funds Management Limited. Insight Investment Funds Management Limited reserves the right not to accept applications.

### ACCOUNT DETAILS

Account number

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### CORPORATE DETAILS

Account designation

Corporate name

Contact name

Address



Postcode

Telephone number<sup>1</sup>

Fax number

Email address

<sup>1</sup> For administrative purposes only.

### INVESTMENT INSTRUCTION

Please complete the amount you would like to invest:

Sub-fund name and share class

Cash top up amount

£

Share top up amount



£



£

Please refer to the Prospectus for information on sub-fund names, minimum investment amounts, share classes and the availability of income and accumulation shares.

## PAYMENT INSTRUCTIONS

### I) Source of funds

Please note that Insight Investment's Compliance Officer reserves the right to request additional information.

Please insert source of funds i.e. internal funds

### II) Bank-to-bank transfer

We have arranged a bank-to-bank transfer.

#### Bank details

£

on (value day/date)

Bank account name

Name of Bank

Address

Postcode

Country

Account number

Bank

Lloyds Bank

To: Insight Bank Account

Account number

13286060

Sort code

3 0 – 8 0 – 1 2

Account name

IIMFL General Operating Account

All payments due to you will be paid into the account of the registered holder as specified above unless you expressly request otherwise in writing at least 10 business days in advance of any proposed redemption.

## DATA PROTECTION

By signing this form you consent to Insight Investment Funds Management Limited and Insight Investment Management (Global) Limited processing the information you have supplied for the purposes of establishing and administering your investment.

Some of the information supplied in connection with this form may be passed to your investment consultant, or other agents acting on your behalf. Relevant information may also be passed to our agents or service providers which may include the transfer of data out of the European Economic Area. You are entitled to access information or data that Insight Investment holds about you and where necessary, have it corrected.

We may also use your information to notify you by letter, telephone, email or otherwise of marketing initiatives and new products or services that may interest you, or for the purposes of conducting market research, preparing strategic plans or gauging product sales and/or performance. The information provided on this Application Form will be processed in accordance with the UK Data Protection Act 1998.

## DECLARATION AND SIGNATURES

Complete as applicable.

For your own benefit and protection you should read the prospectus and the relevant key investor information document(s) carefully before signing this form. If you do not understand any point, please ask for further information.

We:

- declare that this form has been completed to the best of our knowledge and belief.
- declare that the investments are not being acquired directly or indirectly in violation of any applicable law.
- acknowledge that Insight Investment reserves the right to reject an application in whole or in part in which event the application monies, or any balance thereof, will be returned at our own risk.
- acknowledge that Insight Investment reserves the right to cancel any transaction and/or redeem sufficient investments to meet any costs incurred as a result of our failure to settle in full this or any transaction on the due settlement date.
- agree to notify Insight Investment in writing immediately if any details in this application form cease to be correct in any respect.
- understand that telephone calls may be recorded.

- (g) hereby represent and declare that we: (i) are not a U.S. Person (which shall have the meaning ascribed to it in Regulation S promulgated under the United States Securities Act of 1933, as amended from time to time), (ii) have not been solicited to purchase and have not and will not acquire shares while present in the United States, (iii) are not applying as a nominee of a U.S. Person and are not acting on behalf of nor do we intend to transfer any shares to a U.S. Person(s), (iv) will not transfer any shares or any interest therein to a U.S. Person and will not transfer any shares within the United States; and (v) will promptly notify Insight Investment Funds Management Limited if we should at any time become a U.S. Person.
- (h) acknowledge that Key Investor Information Documents (“KIIDs”) can be obtained from the Insight Investment website [www.insightinvestment.com](http://www.insightinvestment.com) and consent to being provided with the KIIDs in this form via the website. We acknowledge and confirm that we have received read and understood the relevant KIIDs prior to submitting each application form to subscribe for shares and will provide confirmation of this.
- (i) hereby agree to indemnify and hold harmless the OEIC, together with the ACD, Depositary, Administrator, Investment Adviser, the other Shareholders (each as defined in the Prospectus of the OEIC) and the distributor of the OEIC (in each case from time to time) and their respective directors, officers and employees against any loss, liability, cost or expense (including without limitation legal fees, taxes and penalties) which may result directly or indirectly, from (i) any misrepresentation or breach of any warranty, condition, covenant or agreement set forth herein or in any document delivered by us to Insight Investment Funds Management Limited or (ii) our holdings of shares in a Sub-Fund which brings the OEIC (or any Sub-Fund thereof) into conflict with any requirement of any local regulatory authority or the OEIC (or any Sub-Fund thereof) incurring any liability to taxation or breaching any law or regulation of any local regulatory or taxation authority. The ACD, the Depositary, the Administrator, the distributor and the Investment Adviser will not be responsible or liable for the authenticity of instructions received from me/us or any authorised person and may rely upon any instruction from any such person representing himself to be a duly authorised person reasonably believed to be genuine.
- (j) I/We acknowledge that my/our transaction form and all subsequent dealings shall be on the terms as detailed in the then current Prospectus and the terms and the statements set out in my/our Account Opening Form.

Corporate signature

Director

Signature

Director/Secretary

Date

As Corporate Trustee for