ISA 90 day share transfer form

Transfer instruction form for subscribing to your ISA using shares held in your Scottish Widows Share Dealing account

General notes

Shares can be transferred into an ISA if they have been acquired from a HMRC approved Save As You Earn (SAYE) scheme or withdrawn from a Share Incentive Plan (SIP) within the last 90 days.

All shares must be registered in the sole name of the individual subscribing to the ISA.

Please complete this form using capital letters and return to:
Scottish Widows Share Dealing, 12 Wellington Place, Leeds, LS1 4AP.

1. Your personal details

Scottish Widows Share Dealing account number

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If you do not already have an ISA with Scottish Widows Share Dealing you can register online at www.scottishwidows.co.uk/investing or call us on 03450 707 129.

Title Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other (please specify) ☐

Your first name(s)

Your last name

Your National Insurance number

☐☐☐☐☐☐☐☐☐

Your address

Postcode

Your telephone numbers and area dialling codes

Home

Mobile

Work

Your e-mail address

We may contact you by email if we have any queries regarding your transfer.

2. Company name and description of the shares to transfer

Company name (e.g. XYZ Plc)

Description of the shares you want to transfer (e.g. Ord 25p)

3. Amount or value of the shares to transfer

We will calculate the ISA subscription value using the market price at the date we accept your transfer request.

Your shares will be held in your Share Dealing account before being transferred to your Stocks & Shares ISA. Any residual shares will remain in your Share Dealing account.

Please **choose one** option:

☐ Number of shares

☐ Value of shares £

☐ The maximum amount of shares allowed

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4. Share plan proof

Please provide proof that your shares have emerged from a qualifying scheme within the last 90 days.

This document may be labelled 'Letter of Appropriation' or 'Exercise of Options Notice'.

☐ Proof enclosed

Please note if the quantity of shares received from your share scheme provider differs to the quantity stated on the proof, we will need additional documentation to confirm the difference. This could be a share plan statement.

The proof document should include the following information:

- Your name and address
- Company name of the shares
- Type of share save scheme (e.g. SAYE, SIP)
- Number of shares exercised or transferred out of the plan
- Date the shares were exercised or transferred out of the plan

5. Authorisation to your existing ISA Manager

Please accept this as my authority to carry out the above transaction.

Your signature

Date (DD MM YYYY):

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A Member of the London Stock Exchange and an HM Revenue & Customs Approved ISA Manager.