

OCTOPUS SIPP APPLICATION FORM

Please ensure that you carefully read the explanatory notes on page 17, check that you have completed all the relevant sections and ensure that you have signed on all relevant pages.

OCTOPUS PORTFOLIO MANAGER CLIENT SUITABILITY

As a result of FSA regulations, we're required to ask you to fill out the following client suitability form in addition to the application form and return it to us. As we will be making investment decisions on a discretionary basis on your behalf, we are required to collect this information to assess the suitability of this investment. Octopus will not be able to invest any money until we have received this form completed and signed.

By signing this client suitability document you confirm that you are aware of and understand the investment objectives of Octopus Portfolio Manager, as outlined in the brochure, and that these are consistent with your personal financial objectives.

Investment experience

Which types of shares listed below have you had personal experience in? Please tick those that apply and state the number of years of experience.

		Years of experience
Large quoted companies	<input type="checkbox"/>	_____
Smaller quoted companies	<input type="checkbox"/>	_____
AIM-listed or unquoted companies	<input type="checkbox"/>	_____
Unit Trust/OEICs	<input type="checkbox"/>	_____
No previous shareholdings	<input type="checkbox"/>	

In what capacity have you had this experience:

Shareholder	<input type="checkbox"/>	
Director	<input type="checkbox"/>	
Adviser/consultant/auditor	<input type="checkbox"/>	
Other (please specify)		<input type="text"/>

Additional information

Please state your profession (or your previous profession, if you are retired)

Please state your first language if it is not English

Please note: Client Suitability Disclosure continues overleaf

Financial situation

Please tick one of the boxes to indicate your approximate annual net disposable income:

Above £100,000

£50,000 – £100,000

£25,000 – £50,000

Less than £25,000

Please tick one of the boxes to indicate the size of your net investable assets (typically your assets other than your house):

Above £1,000,000

£500,000 – £1,000,000

£100,000 – £500,000

£50,000 – £100,000

Less than £50,000

Please sign and date this form to confirm that the information that you have provided is accurate to the best of your knowledge.

Full Name

Signature

Date

For Octopus internal use

Assessment complete: _____

Client number: _____

Signed: _____

Date: _____

Suitability met: _____

Signed: _____

Date: _____

SECTION A

Applicants details

Mr/Mrs/Miss/Other First Name

Middle Name(s) Surname

Address

Postcode

Country of Residence

Telephone (landline) Mobile No (optional)

Email (required if you wish to view your account online)

Gender Male Female

National Insurance Number (2 alpha, 6 numeric, 1 alpha)

Date of Birth Place of Birth

Residence for Tax Purposes Nationality

Anticipated retirement age

Spouse's/Civil Partner's name Spouse's/Civil Partner's date of birth

Number of children and ages

Other dependants (please specify)

Employment status Employed Self Employed Other

Employer name

Address

Postcode

Current annual "relevant UK earnings" £

If you have selected Employment Status 'other' please tick one of these boxes:

I am caring for one or more children aged under 16 I am in full-time education

I am caring for a person aged 16 or over I am unemployed

I am applying for a SIPP on behalf of a child aged under 16 I am retired

Other – please specify

SECTION B

Adviser details

Adviser Company Name Telephone

Mr/Mrs/Miss/Other First Name Surname

Email

Administrator Telephone

Mr/Mrs/Miss/Other First Name Surname

Email

FSA Number

Company Stamp

Special IFA Instructions

SECTION C

Investment details

Please state the name of the Octopus product that you wish to hold within this SIPP

For Octopus Portfolio Manager please indicate the investment profile you would like to invest in (please select one only):

- | | | | |
|--------------------------------|--------------------------|--------------------------------|--------------------------|
| 1. Cash | <input type="checkbox"/> | 6. Progressive Capital Growth | <input type="checkbox"/> |
| 2. Cash Plus | <input type="checkbox"/> | 7. Managed Equity Growth | <input type="checkbox"/> |
| 3. Capital Preservation | <input type="checkbox"/> | 8. Advanced Equity Growth | <input type="checkbox"/> |
| 4. Conservative Capital Growth | <input type="checkbox"/> | 9. Global Equity Opportunities | <input type="checkbox"/> |
| 5. Moderate Capital Growth | <input type="checkbox"/> | 10. International Equity Focus | <input type="checkbox"/> |

Lump Sum Investment Amount £

I enclose a cheque or bankers' draft drawn on a UK clearing bank or building society, made payable to 'Alpha SIPP (YOUR OWN NAME)'.

SECTION D

Eligibility and contributions

The information you provide to us in this section outlines your eligibility to open a SIPP and the contributions you wish to move to it.

Are you a relevant UK individual? (See Explanatory Note D) Yes No

Are you a non-relevant UK individual who was UK resident or had earnings chargeable to UK tax in the last five years? (See Explanatory Note E) Yes No

Are you a non-relevant UK individual? (See Explanatory Note F) Yes No

With regard to any benefits you may have accrued in registered pension schemes before 6 April 2006, have you registered for enhanced protection of such benefits? (See Explanatory Note G) Yes No

Personal contributions (See Explanatory Note H)

If you are enclosing a cheque for an initial single contribution please state the amount

Do you wish to pay regular contributions? Yes No

If yes, how much? Please state gross amount and complete Section H per month/per annum

NB The amount you should pay is the gross amount less basic rate tax. For example, if you wished to contribute £10,000 you would actually pay £8,000.

You must advise us in writing if you contribute in aggregate in any tax year more than 100% of your relevant UK earnings for that tax year (see Explanatory Note C).

Employer contributions (See Explanatory Note H)

Will your employer be contributing to your SIPP? Yes No

If your employer is enclosing a cheque for an initial single contribution please state the amount

If yes, please confirm amount and frequency and complete Sections I and J per month/per annum

NB

1. Employer contributions should be paid gross.
2. To satisfy the requirements of The Pensions Regulator, the employer must complete and return to Octopus Investments Limited a 'Record of payments due' (Section J), which must be replaced with a new record if there are any changes to payments.
3. Octopus Investments Limited is obliged to report any missed or late payments to The Pensions Regulator.

SECTION E

Global authority

I authorise that cash deposited with Bank of Scotland for my SIPP account, once cleared, should be passed to Octopus Investments Limited for investing. This will leave a zero balance at Bank of Scotland at all times, apart from when funds are needed to pay benefits and/or taxation.

Signature

Date

SECTION F

Cancellation rights

Set Up

When you set up your SIPP EBS will send you a cancellation notice. You will have 30 days from the date you receive the notice to cancel your SIPP should you change your mind. Within this period EBS will retain any sums received in the SIPP bank account until the cancellation period has expired before proceeding with your benefit and investment instructions.

If you wish to waive your right to the 30 day cancellation period in relation to setting up the SIPP or in relation to contributions paid and proceed with benefits/investments immediately, you can complete the following Waiver:

Waiver of Cancellation Notice

I confirm that I would like to waive my right to the 30 day cancellation period. I fully understand the implications of doing this, including the fact that once I have waived my right to this cancellation period, I will no longer be able to have any contributions refunded.

Signature

Date

Name

Investment Instruction

I confirm that I understand that I have 30 days during which I can cancel any transfer payments received into my SIPP.

I hereby instruct you to pass the transfer payments on receipt, whenever that may be, to my SIPP investment manager, Octopus Investments, for immediate investment.

I understand that if I subsequently cancel the transfer during the cancellation period, you will attempt to repay the transferring scheme. I also accept that:

- a) the transferring scheme may refuse to accept the repayment, or only accept it on different terms to those applying prior to the transfer, in which case I will give you my instructions on whether to pay the amount to another registered pension scheme; and
- b) transfer monies invested will be subject to investment fluctuations if assets have been purchased during the cancellation period. As a result, the value of the repayment may be higher or lower than the amount originally invested.

Signature

Date

Name

SECTION G

Expression of wish form

Member's reference AS

Non-Protected Rights Funds

On your death, your remaining Individual Funds ("your funds") will be applied in accordance with the rules of the Scheme to provide lump sum and/or pension death benefits. Within the overall limits of the tax legislation, the rules give the Scheme Trustee (EBS Management Plc) wide discretion over the exact form of benefits, and the recipients.

If you want the Scheme Trustee to consider paying benefits to one or more persons in particular; you should read the general notes at the end of this form, then give details of the persons in the table below and (where you specify more than one person) indicate what percentage of your funds you want to benefit them.

Name and address	Any relationship to you	% of fund

Protected Rights Funds

If any part of your funds represents "protected rights", you should read the protected rights notes at the end of this form then use the table below to direct separately how you want those funds to be paid.

Name and address	Any relationship to you	% of fund

Finally, please sign and date the form below, make a copy for your own records and return the original to Octopus Investments Limited, 8 Angel Court, London EC2R 7HP.

Signature

Date

Name

General Notes

a) What benefits can be paid, and to whom?

- a lump sum can be paid to a wide range of persons including relatives, dependants, beneficiaries of your estate and (most relevant here) any person nominated by you;
- a pension can only be paid to a dependant (which includes a spouse/civil partner/child under age 23, as well as anyone who is dependent on you due to their mental or physical impairment, or who is financially dependent on you, or with whom you are financially mutually dependent);
- on death before age 75, both lump sums and pensions can be paid. Lump sums are currently free of tax if paid out of “uncrystallised” funds (and within the member’s unused lifetime allowance) but are subject to a freestanding 35% tax charge if paid out of “crystallised funds” (which normally means funds being used for income withdrawal), while pensions will be taxed as income in the hands of the recipient;
- on death at or after age 75 in “alternatively secured pension”, as a result of moves by HM Treasury to reduce the attractiveness of taking such a pension, the only benefits which are “authorised” by the tax legislation are:
 - a lump sum to a charity nominated by you or (if you don’t nominate any) selected by the Scheme Trustee;
 - pensions for dependants.

However, the rules of the Scheme also allow the Scheme Trustee to pay lump sums to the same wide range of beneficiaries as on death before 75. The difference is that any such payment is not “authorised” by the tax legislation and thus will incur much greater cumulative rates of tax.

- b) Where you specify a person who could qualify for either a lump sum or pension, you don’t need to express any preference for which they should receive. The Scheme Trustee can either decide this itself or let the relevant person decide.
- c) You may change or withdraw your expression of wishes at any time by notifying the Scheme Trustee in writing.
- d) There are legal and practical difficulties in making payment to dependants under the age of 18. If you wish to provide for minors as potential beneficiaries, you are advised to set up an appropriate trust with your solicitor, if you do not already have one, and provide the relevant details in the form above. In the absence of such a trust, death benefits may be paid to your personal representatives.
- e) If there is any further information which you think may help the Scheme Trustee, please provide it on a separate sheet.

When reading these notes, please bear in mind that:

- references to tax do not include inheritance tax. Currently most lump sum payments on death before age 75 are free of inheritance tax, because the recipient(s) are chosen by the Scheme Trustee (this is the main reason why this form is an “expression of wishes” rather than a binding instruction);
- you can nominate charities and other organisations, not just individuals;
- the notes are intended to be a short and easily understood summary of the rules of the Scheme and very complex tax legislation as at the date of publication. They do not override those rules or legislation and are not a substitute for specific legal advice. The rules and legislation are subject to change in the future.

Protected Rights Notes

There are differences in the legislation and rules governing protected rights funds and these make it especially important that you ensure:

- your nomination is kept up to date; and
- if more than one person is nominated, the specified percentages add up to 100 (if they do not, then the nomination will be treated as if the percentages actually specified were increased pro rata to total 100).

The differences in how protected rights funds are dealt with on your death are as follows:

- if you are survived by a qualifying spouse or civil partner, he/she is entitled to a pension from the protected rights funds;
- if there is no qualifying spouse or civil partner, the protected rights funds must be paid out as a lump sum in accordance with your directions, ie your directions are binding. If you do not give any directions, or they can not be followed, the funds will be paid to your estate.

Please also note that, because you have more control over who is to benefit, the protected rights funds carry a greater risk of being treated as part of your estate for inheritance tax purposes, ie there is a greater risk of IHT being payable. This is laid down in the legislation and is not within the control of the Scheme Trustee.

SECTION H

Personal contribution standing order

The completed standing order should be returned to the Scheme Administrator who will complete and despatch to the bank.

Account Name

Bank/Building Society

Address

Postcode

Sort Code - - Account Number

Amount to be debited from account £

Amount in words

Start date Frequency Monthly Quarterly Annual

Special instructions

Please make the following payments on my/our behalf to the debit of my/our account number as above and continue such payments until further notice from me/us in writing.

Name

Address

Postcode

Signature

Date

Name

Bank to which payment is to be made

Bank of Scotland
11 Earl Grey Street
Edinburgh
EH3 9BN

Account Number (to be completed by Octopus) Sort Code **12-27-52**

For office use

Account to be credited

SIPP

Account number

Reference number

SECTION I

Employer standing order

The completed standing order should be returned to the Scheme Administrator who will complete and despatch to the bank.

Account Name

Bank/Building Society

Address

Postcode

Sort Code - - Account Number

Amount to be debited from account £

Amount in words

Start date Frequency Monthly Quarterly Annual

Special instructions

Please make the following payments on my/our behalf to the debit of my/our account number as above and continue such payments until further notice from me/us in writing.

Name

Address

Postcode

Signature

Date

Bank to which payment is to be made

Bank of Scotland
11 Earl Grey Street
Edinburgh
EH3 9BN

Account Number (to be completed by Octopus) Sort Code **12-27-52**

For office use

Account to be credited _____

SIPP _____

Account number _____

Reference number _____

SECTION J

Employer contributions, record of payments due

To The Octopus SIPP, 8 Angel Court, London EC2R 7HP

Employee's Name

Employee's NI Number

Employer's Name

Employer's Address

Postcode

Contact Name

Telephone Number

Fax Number

Email Address

Employer contributions for the employee

Amount £

Payment Date

Due Date

Frequency

For and on behalf of the Employer

Print Name

Position

Signature

Date

SECTION K

Declaration

The Octopus SIPP, which is part of The Alpha SIPP ("the Scheme") is a registered pension scheme as defined in Part 4 of the Finance Act 2004. The Scheme was established by The Bank of Scotland ("The Establisher") and EBS Management Plc acts as Scheme Trustee and Scheme Administrator.

I apply for membership of the Octopus SIPP and I declare that:

Declaration

1. I agree to be bound by the Deed and Rules governing the Scheme as amended from time to time and any of the provisions that may at any time apply to my membership.
2. Total contributions to any registered pension schemes in respect of which I am entitled to tax relief as a relevant UK individual (see Explanatory Note D) will not exceed the higher of £3,600, or my relevant UK earnings (see Explanatory Note C) for that tax year.
3. I agree to inform Octopus Investments Limited in writing, within 30 days, should any of the following occur:
 - My permanent residential address changes
 - I cease to be UK resident
 - I cease to have relevant UK earnings
 - I start to have relevant UK earnings again
 - My employment status changes
 - I contribute in total in any tax year more than 100% of my relevant UK earnings to my SIPP Account and any other registered pension schemes
 - I register for an enhanced lifetime allowance in respect of a pension credit or a transfer from an overseas pension scheme
 - Any enhanced protection I have is invalidated
4. I hereby agree, having considered my rights under the Rules, to appoint Octopus Investments Limited as my Discretionary Fund Manager. I shall be solely responsible to myself and my dependants for the choice of Discretionary Fund Manager and that I shall hold the Establisher, Administrator and the Trustee fully indemnified against any claims in respect of such decisions and/or investment management appointments.
5. I consent to the Scheme Administrator obtaining details of any other registered pension schemes of which I am a member from the relevant trustees, insurance company(ies) and/or other providers concerned.
6. I consent that Octopus Investments Limited and EBS Management Plc will process my personal information in accordance with the relevant Data Protection legislation. I agree that my personal information may be used for the administration of my Plan and for business purposes of Octopus Investments Limited and EBS Management Plc and its associated companies.
7. I consent to all Octopus SIPP fees and fund management charges being deducted directly from the fund held by Octopus Investments Limited.
8. I have read and understood the brochure for the relevant Octopus product that I intend to hold within this SIPP.
9. I have read and understood the Customer Agreement for the relevant Octopus product and that I intend to hold within this SIPP and agree to be bound by the terms and conditions set out within it.
10. I understand the risks associated with the relevant Octopus Portfolio Manager product that I intend to hold within this SIPP.
11. I have considered the need for appropriate financial and tax advice.

Every statement made in this application is to the best of my knowledge and belief true and complete and I understand that the making of false claims connected with an application for or in connection with my continued membership of the Octopus SIPP may constitute an offence rendering me liable for prosecution. If I discover that I have provided incorrect or incomplete details, I will provide the additional or corrected information to Octopus Investments Limited.

The applicant should sign here

Name

Signature

Date

SECTION L

Transfer scheme details

What type of pension scheme is this? Occupational Personal Pension

Name of scheme/arrangement

Address of Trustees/Provider

Postcode

Contact Name Telephone Number

Pension Scheme Reference (if known)

Policy Membership Numbers

Amount of Transfer (TV) (if known) £

Have you taken any benefits under the Transferring Scheme? Yes No

If so, do you wish to continue receiving these benefits? Yes No

Transfer scheme details

What type of pension scheme is this? Occupational Personal Pension

Name of scheme/arrangement

Address of Trustees/Provider

Postcode

Contact Name Telephone Number

Pension Scheme Reference (if known)

Policy Membership Numbers

Amount of Transfer (TV) (if known) £

Have you taken any benefits under the Transferring Scheme? Yes No

Transfer scheme details

What type of pension scheme is this? Occupational Personal Pension

Name of scheme/arrangement

Address of Trustees/Provider

Postcode

Contact Name Telephone Number

Pension Scheme Reference (if known)

Policy Membership Numbers

Amount of Transfer (TV) (if known) £

Have you taken any benefits under the Transferring Scheme? Yes No

Signature

Date

EXPLANATORY NOTES

A General

The descriptions and definitions given in these notes are for outline guidance only and are not binding in law. They are based upon the interpretation of the law made by the Scheme Administrator as at the date of publication. The descriptions and definitions which apply are those in the legislation. If you are in any doubt, you should contact a pensions practitioner, the Scheme Administrator, your accountant or, where appropriate, your Inspector of Taxes.

B The minimum pension age at which you may start to draw benefits from your SIPP is 55 (50 until 5 April 2010).

C Relevant UK earnings means:

- a) employment income as defined in Section 7(2) Income Tax (Earnings and Pensions) Act 2003;
- b) income which is chargeable under Section 2 of Income Tax (Trading & Other Income) Act 2005 and is immediately derived from the carrying on or exercise of a trade, profession or vocation (whether individually or as a partner acting personally in a partnership);
- c) income which is chargeable under Part 3 of Income Tax (Trading & Other Income) Act 2005 and is immediately derived from the carrying on of a UK furnished holiday lettings business (whether individually or as a partner acting personally in a partnership); and
- d) patent income of an individual in respect of inventions (Section 529 Income and Corporation Taxes Act 1988).

D An individual is a relevant UK individual for any tax year if:

- a) they have relevant UK earnings chargeable to income tax for that tax year;
- b) they were resident in the UK at some time during that year;
- c) they were resident in the UK both at some time during the five tax years immediately before that year and when the individual became a member of the pension scheme; or
- d) they, or their spouse, has for the tax year general earnings from overseas Crown employment subject to UK tax (Section 28 Income Tax (Earnings and Pensions) Act 2003).

E A relevant UK individual who has no earnings chargeable to UK tax is entitled to receive tax relief on contributions up to £3,600 gross (£2,880 net of basic rate tax).

F An individual who is a non-relevant UK individual can contribute to the Scheme, however; there will be no tax relief on such contributions.

G Enhanced Protection is available whatever the value of your benefits at 5 April 2006 but only if, after that date, no further contributions are paid by you or on your behalf to any registered pension scheme and you accrue no additional benefits in any defined benefit registered pension schemes. Enhanced Protection effectively protects the value of your benefits as at 5 April 2006 plus any growth thereon. Transfers from other registered pension schemes to your SIPP Account should not invalidate any Enhanced Protection you may have provided the whole of your benefits under that scheme are transferred.

H Although there is no upper limit to the contributions that may be paid by you or on your behalf to your SIPP Account, tax relief is only available on the greater of £3,600 gross (£2,880 net of basic rate tax) and 100% of your relevant UK earnings. In addition, where the total of contributions paid by you or on your behalf in any Pension Input Period* exceed the annual allowance you will be liable to a tax charge of 40% on the excess over the annual allowance for that tax year.

The annual allowance for the seven tax years until 2015/16 will be as follows:

Tax year	Annual Allowance
2010/11 – 2015/16	£255,000

*Pension Input Period does not necessarily mean a tax year and you should discuss the interaction of contributions, pension input period and the annual allowance with your Financial Adviser.

Application Checklist

- Please make sure that you have completed each part of the Client Suitability Disclosure and Application forms.
- If Octopus Portfolio Manager is to be held within the SIPP, please state the investment profile you would like to invest in and the cash amount.
- For lump sum investments, please make cheques payable to '**Alpha SIPP (YOUR OWN NAME)**' and crossed 'A/C Payee only'.

Please send the completed Application Form and Client Suitability Disclosure, together with your cheque or bankers' draft to **Octopus Investments Limited, 8 Angel Court, London EC2R 7HP.**

If you have any questions, or if you would like to speak to one of the fund managers, please call us on **0800 294 6855.**

EBS Management Plc (Administrator and Trustee) and Alpha Trustees Limited are wholly owned subsidiaries of Charles Stanley Group Plc. EBS Management Plc is Authorised and Regulated by the Financial Services Authority. Alpha Trustees Limited is registered in England No. 5136530. EBS Management Plc is registered in England No. 998606. Alpha Sipp, 25 Luke Street, London EC2A 4AR. Tel: 020 7149 6560. Fax: 020 7149 6960. DX 123150 BROADGATE-1



Please contact us on
0800 294 6855

or email us at
info@octopusinvestments.com

**8 Angel Court
London EC2R 7HP**

Octopus Investments Limited is authorised and regulated by the Financial Services Authority

OPM/0583 5/0410