

# Application for a new account

## CT Junior Investment Account (CT JIA)

- This application form is an offer to enter into an agreement with Columbia Threadneedle Management Limited ("Columbia Threadneedle") for a CT Junior Investment Account (CT JIA).
  - Investments can be made by lump sum by cheque, monthly savings by Direct Debit, or both.
  - A maximum of four adults may be registered as legal owner(s) of the account (**the registered holders**) on behalf of a child. Children under 18 years may not be the registered holder of an account but can be identified using a designation. This application should be completed by the registered holders. Columbia Threadneedle will only accept instructions (including to make payments or transfer assets from the account) from the registered holders.
  - If all contributions into the account are being made by one (or more) of the registered holders, you need only complete parts 1-7 of this form.
  - If all contributions into the account are being made by third party donor, please also complete part 8 of this form.
  - Before making your investments, please ensure that you have read the latest Key Information Documents (KIDs) for your preferred investment(s), and the Pre-Sales Cost & Charges Disclosure for your savings plan and selected investment(s). These documents can be found at [ctinvest.co.uk/documents](http://ctinvest.co.uk/documents). Paper copies can be provided on request.
- Please complete the form in block capitals and in black ink.
- Please return the form to the following address: **Columbia Threadneedle Management Limited, PO Box 11114, Chelmsford CM99 2DG**
- 24DLU/1  
04/24

### Part 1 Naming the owner of the account

To set up the account so that the child is the beneficial owner, please complete box A below. You should also register this arrangement with HMRC using the HMRC Trust Registration Service.

A) The beneficial owner of the account is (if left blank B applies)

Child's date of birth

Name of child

We will use the child's name as the designation on the account, however, if you would prefer a different designation please enter this in box B. If you wish to retain ownership of the account please leave box A blank. You can add any non specific designation that you wish to use (such as birthdays, gifts etc) in box B below.

B) Designation

OR I/We do not wish to use a designation (please tick box) ☐

### Part 2 Personal details of the registered holders

Please ensure you supply your address, date of birth, nationality and National Insurance number – all are required to open your plan.

#### 2.1 First/only applicant's details

Title (Mr/Mrs/Miss/Ms/Other)

First name(s) in full

Surname

Date of birth

Nationality

Permanent residential address

Postcode

Telephone

National Insurance number

Email address

#### 2.2 Joint applicants (if required)

Title (Mr/Mrs/Miss/Ms/Other)

First name(s) in full

Surname

Date of birth

Nationality

Permanent residential address

Postcode

Telephone

National Insurance number

You should be able to find your National Insurance number on a payslip, form P45 or P60, a letter from HM Revenue & Customs, a letter from the DWP, or pension order book.

**Data Protection:** All personal information submitted with this application form will be treated in accordance with Columbia Threadneedle Management Limited's Privacy Policy, which is available at: [ctinvest.co.uk/privacy](https://ctinvest.co.uk/privacy). This privacy policy includes full details about the type of information we collect, what we use this information for, and your related rights.

In addition, the Key Features and Terms & Conditions document for the selected account contains a summary of the key information about how we process your personal information. Should you have any questions regarding how we process your personal information key contact information can be found both in the Privacy Policy and the Terms & Conditions document.

**Marketing:** We would like to provide you with details of financial services and products that we offer which we think you might find interesting.

If you would NOT like to receive such information, please tick this box ☐. If at any time you change your mind, please let us know by emailing us at [preferences@columbiathreadneedle.com](mailto:preferences@columbiathreadneedle.com).

## Part 2 Personal details of the registered holders (continued)

- If there are more than two joint applicants (registered holders), you can download the Multi Applicant Form from our website or contact us on 0345 600 3030\*.
- All applicants must sign the declaration in Part 6.
- We will send all correspondence only to the address of the first/only applicant in Part 2.1.

## Part 3 Annual management charge

The annual management charge payable to Columbia Threadneedle Management Limited is £25+ VAT. This amount will be collected from your account in two equal instalments in April and October each year. This means that £12.50+ VAT will be collected in April and £12.50+ VAT collected in October. If you would like to pay this charge by Direct Debit please tick the box below and complete the Direct Debit Form in Part 7. If you do not opt to pay the annual management charge via Direct Debit, the management charge will be paid out of any available cash in your account.

If your account does not have enough available cash to cover the management charge, we may need to sell your investments to cover the annual management charge.

☐ I would like to pay my management charge by Direct Debit (please complete Part 7).

## Part 4 Investment details

### To make a lump sum

If you would like to make a lump sum investment by cheque, tell us how much you'd like to invest, and into what fund(s), in the "Lump Sum" column below. The minimum lump sum is £100. There is a dealing charge of £12 for each fund selected.

### To set up a Direct Debit

If you would like to spread the investment by making regular monthly Direct Debit payments, tell us the amount you'd like to invest, and into what fund(s), in the "Monthly Savings" column below. The minimum Direct Debit is £25. There is no dealing charge on contributions made by Direct Debit. You will need to complete the Direct Debit instruction in Part 7 and provide proof of your bank/building society details with this form. We can accept a pre-printed pay-in slip or a cancelled cheque.

Investment Option	Lump sum	Monthly savings	SEDOL Code (for office use only)
European Assets Trust (ordinary shares)	£	£	BHJVQ59
CT UK Capital and Income Investment Trust (ordinary shares)	£	£	0346328
Balanced Commercial Property Trust (ordinary shares)	£	£	B4ZPCJ0
The Global Smaller Companies Trust (ordinary shares)	£	£	BKLXD97
CT Global Managed Portfolio Trust (growth shares)	£	£	B2PP252
CT Global Managed Portfolio Trust (income shares)	£	£	B2PP3J3
CT Private Equity Trust (ordinary shares)	£	£	3073827
F&C Investment Trust (ordinary shares)	£	£	0346607
CT UK High Income Trust (Ordinary shares)	£	£	B1N4G29
CT UK High Income Trust (B shares)	£	£	B1N4H59
TR Property Investment Trust (ordinary shares)	£	£	0906409
<b>Total amount</b>	£	£	

- Lump sums must be paid by cheque made payable to 'Columbia Threadneedle Management Limited'. The minimum lump sum is £100.

**Part 5 Dividend options**

Dividends (regular income generated from your investment) will be automatically reinvested to buy more shares. If you would prefer dividends to be paid out to your bank/building society, please complete your details below and provide proof of your bank/building society details with this form. We can accept a pre-printed pay-in slip or a cancelled cheque.

Name of bank/building society

Name of account holder(s)



Branch sort code

Account number

Roll Number




Bank or building society address

Postcode

Country

**Part 6 Individual Self-Certification/Declaration****Tax residency**

Tax regulations<sup>1</sup> require us to collect information about each investor's tax residency<sup>2</sup>. In certain circumstances (including if we do not receive a valid self-certification from you) we will be obliged to share information about your account(s) with His Majesty's Revenue & Customs (HMRC) who may in turn share this information with any or all participating tax jurisdictions<sup>3</sup>.

Please indicate all countries in which you are resident for tax purposes and your associated Tax Identification Number(s) in the table below. If you indicate that you are a UK Tax resident only and not a US citizen, you do not need to provide further details of your Tax Identification Number as you have already provided your National Insurance Number in part 1. If you have any questions about your tax residency<sup>2</sup>, please contact your tax adviser.

Name	Country/Countries of Tax Residency	Tax Identification Number <sup>4</sup>

<sup>1</sup> The term "tax regulations" refers to the International Tax Compliance Regulations 2015 which implements the Foreign Account Tax Compliance Act (FATCA) and the OECD Common Reporting Standard for Automatic Exchange of Financial Account Information (CRS).

<sup>2</sup> In general, you are tax resident where you are liable to taxes, based on where you live and work permanently although different jurisdictions have different rules in relation to tax residency. If in doubt, please contact your tax adviser.

<sup>3</sup> Those countries that have agreed to exchange information under FATCA and the CRS.

<sup>4</sup> If you are not resident in a jurisdiction that is reportable under CRS or FATCA and also not a US citizen, you are not required to provide your 'Tax Identification Number'.

**Declaration**

**I/We declare that** the information on this completed application form is correct to the best of my/our knowledge. **I/We confirm that I/We** have read the Key Features of the CT Junior Investment Account. **I/We agree** to be bound by the Terms & Conditions relating to the plan. **I/We understand that** this application is subject to acceptance by Columbia Threadneedle. **I/We declare that I/We are not a US Person. I/We agree** to notify Columbia Threadneedle Management Limited immediately if any of this information changes in the future. **I/We confirm that** I/we have read the latest Key Information Documents for the selected investment trust(s). **I/We** have read and understood the Pre-Sales Cost & Charges Disclosure for the selected investment trust(s) and savings plan.

The above forms part of our standard client agreement. Our terms are detailed fully in our CT JIA Key Features and Terms & Conditions document which you should read before signing this application form. Familiarising yourself with our terms and conditions ensures you know your rights and what you are agreeing to. You can find our Key Features and Terms & Conditions document on our website or you can request a copy in the mail by phoning us. If you have any questions or need more information on any of our terms, please get in touch.

## Part 6 Individual Self-Certification/Declaration (continued)

### Registered Holder (Applicant 1):

Name (please print in full):

Date of birth:

Signature:

Date

### Registered Holder (Applicant 2):

Name (please print in full):

Date of birth:

Signature:

Date

### Application checklist

Please ensure:

- ☐ that you have read and understood the Key Features of the CT Junior Investment Account and Terms & Conditions brochure.
- ☐ if you are investing a lump sum, you have enclosed a cheque and it is made out to 'Columbia Threadneedle Management Limited'. Please remember to sign and date your cheque. Post-dated cheques will not be accepted.
- ☐ if you are investing monthly, you have completed the Direct Debit mandate and provided proof of the bank details for future payments in Part 7.
- ☐ that all registered holders (applicants) have signed and dated the Declaration in Part 6.
- ☐ if the cheque has not been drawn from a personal cheque book, that it has been correctly endorsed. The cheque can be endorsed with a company stamp or an accompanying letter from your bank or building society.
- ☐ that you have read the latest Key Information Document and Pre-Sales Cost & Charges Disclosure for the selected investment trust(s) and savings plan.



Please fill in the whole form using a ball point pen and send it to:

**Columbia Threadneedle Management Limited**  
**PO Box 11114**  
**Chelmsford**  
**CM99 2DG**

Service user number

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Name(s) of account holder(s)


Reference number (for office use only)

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Please pay Columbia Threadneedle Management Limited Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee.

Bank/building society account number

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I understand that this instruction may remain with Columbia Threadneedle Management Limited and, if so, details will be passed electronically to my bank/building society.

Branch sort code

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Name and full postal address of your bank or building society

<b>To the Manager</b>	bank/building society
Address	
Postcode	

Signature(s)


Date

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Banks and building societies may not accept Direct Debit instructions for some types of account.

### To be detached and retained by the payer The Direct Debit Guarantee



- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits
- If there are any changes to the amount, date or frequency of your Direct Debit Columbia Threadneedle Management Limited will notify you 5 working days in advance of your account being debited or as otherwise agreed. If you request Columbia Threadneedle Management Limited to collect a payment, confirmation of the amount and date will be given to you at the time of the request.
- If an error is made in the payment of your Direct Debit, by Columbia Threadneedle Management Limited or your bank or building society, you are entitled to a full and immediate refund of the amount paid from your bank or building society.
  - If you receive a refund you are not entitled to, you must pay it back when Columbia Threadneedle Management Limited asks you to.
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.

## Part 8 Additional information – to be completed if you are a donor who is not a registered holder

**Donor(s) details** – the person providing the initial investment or from whose bank account monthly savings are to be collected.

Please note the name, address, nationality, National Insurance number and date of birth are mandatory fields. In order to comply with UK money laundering regulations we are required to verify the identities of any persons that make contributions. We will do this electronically. If the electronic check is unsuccessful we will request documentary evidence of identity and may need to return the payment.

Title (Mr/Mrs/Miss/Ms/Other)	First name(s) in full		
Surname	Date of birth		
Permanent residential address			
Nationality	Telephone		
National Insurance number			

**AND** (where there are two Donors)

Title (Mr/Mrs/Miss/Ms/Other)	First name(s) in full		
Surname	Date of birth		
Permanent residential address			
Telephone	Nationality		
National Insurance number			

HEREBY TRANSFER the cash sum of £ (insert total of A + B from Part 4 of the application form) to be invested in the CT Junior Investment Account opened in connection with the application form dated (insert date from Part 7) (the "Plan")

### Declaration and Signature(s)

I/We understand that routine correspondence regarding this plan will be sent to the registered holder(s) and only the registered holder(s) can make changes to the account. I/We cannot receive information regarding this investment without the written authority of the registered holder(s).

#### Signed by

Donor

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Date

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Donor (where appropriate)

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Date

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If you need further application forms, please download them from our website at [ctinvest.co.uk](http://ctinvest.co.uk), email [invest@columbiathreadneedle.com](mailto:invest@columbiathreadneedle.com) or call \*0345 600 3030. You can also photocopy this form, although signatures must be original.



**Columbia Threadneedle Management Limited**

\*0345 600 3030, 8.30am – 5.30pm, weekdays, calls may be recorded or monitored for training and quality purposes.