



## VT Portfolio Solutions ICVC Application Form for the Purchase of Shares

### This form duly completed should be sent to:

Valu-Trac Investment Management Limited, Orton, Fochabers, Moray, IV32 7QE  
Tel: 01343 880344, Investor Services: 0330 678 4760, or for email, [investorservices@valu-trac.com](mailto:investorservices@valu-trac.com)  
If sent by email, please confirm to Valu-Trac Investment Management Limited by telephone immediately.

### Important Information:

Before investing, you should read an up-to-date version of the Prospectus, Key Investor Information Document (KIID) for the fund in which you wish to invest. There you will find more information about the investment, including details about the fund's different share classes: be sure to choose the appropriate one(s) for you. They also explain fund charges, including the ongoing charge, a deduction from your fund which Valu-Trac Investment Management Limited makes to cover the costs of investment management and administration.

If you have any questions or would like a free up-to-date copy of the KIID, Prospectus, most recent Annual or Interim Fund Reports or additional application forms, please visit [www.valu-trac.com](http://www.valu-trac.com), call: 0330 678 4760 or email [investorservices@valu-trac.com](mailto:investorservices@valu-trac.com). All literature provided will be in English.

If a financial adviser has arranged this deal, depending upon the share class chosen, commission may be payable where advice has not been given.

Before you invest:

- If you are resident in the USA, in order to comply with US law, we are unable to accept your investment. If you submit an application to us it will be rejected and returned to you.
- If you are unsure whether this investment is suitable for your needs, please consult a financial adviser.

### 1. Purchase Application

I/We, the undersigned, having received and read a copy of the most recent Prospectus for the VT Portfolio Solutions ICVC ("the Company") (together with any addendums or supplements thereto) and the Key Investor Information Document, hereby apply for such number of Shares in the Company as may be purchased with the amounts indicated below at the subscription price determined in accordance with the Prospectus:

#### Fund Selection

##### VT Elston Liquid Real Assets Index Fund

Share Class:	Class A Accumulation	<input type="checkbox"/>
Lump Sum Payment:	<input type="text"/>	
Regular Payments:	<input type="text"/>	Total per month - Direct Debit Mandate required (final page)

##### VT Elston Multi-Asset Income Fund

Share Class:	Class A Accumulation	<input type="checkbox"/>	Class A Income	<input type="checkbox"/>
Lump Sum Payment:	<input type="text"/>			
Regular Payments:	<input type="text"/>			Total per month - Direct Debit Mandate required (final page)

### 2. Details of Applicant(s)

Please complete this section if you are the registered contact. Please note, if you do not complete this information your application may be rejected.

#### First Holder

Company/Nominee Name	<input type="text"/>
	<input type="text"/>
or Title	<input type="text"/>
Surname	<input type="text"/>
Forenames	<input type="text"/>
Address	<input type="text"/>
	<input type="text"/>
Postcode	<input type="text"/>
Country	<input type="text"/>
Date of Birth	<input type="text"/>
Mobile Number*	<input type="text"/>
Email*	<input type="text"/>



### Joint Holder

Title	<input type="text"/>
Surname	<input type="text"/>
Forenames	<input type="text"/>
Address	<input type="text"/> <input type="text"/>
Postcode	<input type="text"/>
Country	<input type="text"/>
Date of Birth	<input type="text"/>
Mobile Number*	<input type="text"/>
Email*	<input type="text"/>

**\*It is mandatory to provide both a contact number and an email address to allow us to process investor verification (details below)**

### 3. Bank Details of Applicant

Name of Bank	<input type="text"/>
Address	<input type="text"/> <input type="text"/>
Account Name	<input type="text"/>
Account Number	<input type="text"/>
Bank Sort Code	<input type="text"/>
or Bank Swift Address	<input type="text"/>
or Bank ABA Number	<input type="text"/>

Distributions (if applicable) will be paid to the bank account above

### Payment Method – Payment is by wire transfer only

Funds should be wired for value on the settlement date of this transaction which will have been agreed in advance with Valu-Trac Investment Management Limited and which will be stated on the Contract Note issued to you by Valu-Trac Investment Management Limited. If funds are received on any date other than this agreed settlement date they may be returned by the Bank.

### Data Protection

For full information on how VT processes, personal information and what your rights are, please see our Privacy Policy online at [www.valu-trac.com](http://www.valu-trac.com). Your data will be shared with our investor verification partner Smartsearch for investor verification purposes only. The Smartsearch privacy policy can be found at [smartsearch.com/privacy-notice](http://smartsearch.com/privacy-notice). Please refer to our website for further information on Smartsearch and our investor verification process.

### 4. FATCA Declaration of U.S. Citizenship or U.S. Residence for Tax Purposes

Please tick either (a) or (b) and complete as appropriate.

☐ a) I confirm that **I am not** a U.S. citizen and/or resident in the U.S. for tax purposes.

☐ b) I confirm that **I am** a U.S. citizen and/or resident in the U.S. for tax purposes and

my U.S. federal taxpayer identifying number (U.S. TIN) is as follows:

### 5. CRS Declaration of Tax Residency

Please indicate all countries in which you are resident for tax purposes and the associated Taxpayer Identification Number(s) in the below. Please see the CRS Portal for more information on Tax Residency.

#### Country of Tax Residency

<input type="text"/>
<input type="text"/>
<input type="text"/>

#### Tax ID Number (UK Individuals should use their UK National Insurance Number)

<input type="text"/>
<input type="text"/>
<input type="text"/>



## 6. Authorised Signatories

This application is authorised by the following who is/are person(s) authorised to give all instructions and to take all actions on my/our behalf in connection with any Shares held by me/us in the VT Portfolio Solutions ICVC.

Name of authorised Person(s)	Signature of Authorised Person(s)	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Any One to sign ☐      Any Two to sign ☐      Separate list attached ☐

**Note:** If the authorised signatory listing is a separate document forwarded with the original application, this listing needs to be accompanied by an original or certified copy of the company's mandate which approves the signatory listing.

## 7. Investor Verification Requirements

Please provide the following information to Valu-Trac Investment Management Limited

### Corporate entity

Company Name	<input type="text"/>
Company Registered Address	<input type="text"/>
	<input type="text"/>
Company Registration Number	<input type="text"/>

Copy of authorised signatory list, including specimen signatures;

The information you provide will be subject to verification checks in association with our verification partner Smartsearch. You do not need to provide any further documentation unless we specifically request more details from you.

### Trusts

If the Trust is an incorporated organisation, you are not required to provide any further documentation unless we specifically request more details from you. The information you provide will be subject to verification checks in association with our verification partner Smartsearch.

**IF** the trust is a Private Trust, please provide;

a copy of the most recent trust deed along with email addresses and mobile phone contact details for the settlor and all beneficiaries.

**AND** follow the same process as described for individuals below.

### Individuals

Valu-Trac Investment Management Limited has partnered with SmartSearch UK to complete our investor verification.

For further details about Smartsearch and the investor verification process please refer to our website.

On receipt of the completed application form stating an email address and mobile phone number you will receive an email from [clientservices@smartsearchuk.com](mailto:clientservices@smartsearchuk.com), you will also receive an SMS from Smartsearch with instructions on how to complete the verification process.

This will usually require you to upload a photo of a proof of ID document, such as driving licence or passport, and completing the facial recognition process involving capturing a live image of yourself.

Please note that for joint applicants, each applicant will have to follow the above described process.

### **IMPORTANT NOTICE**

Until the verification process is fully completed by us, we will not be able to process your subscription or undertake any transactions on your behalf. Please ensure you complete the investor verification process detailed above to minimise any inconvenience.

You will be verified by us, in association with our identity verification partner Smartsearch based on the information provided above, and you do not need to provide any further documentation unless we specifically request more details from you.



## Direct Debit Mandate – For Regular Payments Application Form

If a Regular Investment is to be set up, please indicate this on the application form and complete this page

### Direct Debit Instructions

- Please use the Direct Debit form below to set up regular payments from the same bank account.
- Please note that any subsequent changes must be received by Valu-Trac at least eight working days before the next collection date.
- Your branch sort code can be found on the top right hand corner of your cheque book or bottom left hand corner of your debit card.
- Most account numbers are eight characters in length.
- Cut off and keep the Direct Debit Guarantee and return the rest of the form to us at the address shown.

<b>Adviser's Stamp and Agent Code (if known)</b>	<b>Return to:</b> Valu-Trac Investment Management Limited Orton, Moray IV32 7QE
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### Instruction to your Bank of Building Society to pay by Direct Debit

#### Applicant



Name(s) of Account Holder(s)									
Bank or Building Society Account Number									
Sort Code									
Name and full postal address of your Bank or Building Society									
Postcode									

#### Instructions to your Bank or Building Society

Please pay Valu-Trac Investment Management Limited Direct Debits from the account detailed in this instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with Valu-Trac Investment Management Limited and, if so, details will be passed electronically to my Bank/Building Society.

Signatures	
Date	
	<b>261316</b>
Reference (for office use only)	

Debit Instructions for some types of account

**Banks and Building Societies may not accept Direct Debit Instructions for some types of account**

**This guarantee should 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 Valu-Trac Investment Management Limited will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Valu-Trac Investment 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 Valu-Trac Investment 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 Valu-Trac Investment 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.