

**This form is to be used for unit linked Active Access or Guaranteed Fund switches only.
Policyholders should consult their adviser before requesting fund switches.**

**Please complete Sections 1, 2, 4 and 5. You should only complete Section 3 if the Policyholder is making a Guaranteed Fund switch.
Please complete all sections in capitals and black ink.**

Section 1 Policyholder Details

If your switch request relates to more than one policy, please ensure you include all relevant policy numbers.

Name(s) of Policyholder(s)/Trustees/Pensioner Trustees

Policy Numbers

Section 2 Fund Switching Details

Fund(s) to be switched out of

% of fund holding to be switched (whole numbers)

Fund(s) to be switched in to

% to be switched into the fund(s) (whole numbers)

Important Notes

- The effective date of switches is determined by the date a satisfactory Fund Switching Authorisation Form is received in Alico Wealth Management’s Head Office in Croydon and in accordance with the policy terms and conditions.
- Subject to the amount invested, Alico Wealth Management would not allow investment in more than 15 funds simultaneously.
- Where the amount being switched out is less than 100% of the fund, a minimum of £500.00 must be left in the fund. Amounts of less than £500.00 can be left in a fund only at Alico Wealth Management’s discretion.
- If the request to switch would leave less than £500.00 in the fund, there could be a processing delay whilst Alico Wealth Management consider whether to agree to the request.
- The value of an investment can go down as well as up and past performance is not necessarily a guide to future performance.
- Please ensure that you provide the full name of the fund(s) you are switching out of and in to.
- For investments in the Guaranteed Stock Market Funds please ensure you state the guarantee level and stock market index.
- Further information can be found about funds and their risk rating in our Investment Fund Guide.
- We recommend Policyholders take advice from their financial adviser.

Section 3

Guaranteed Stock Market Fund Switching Instruction

Guaranteed Stock Market Funds

You can request the switch takes place immediately or on the next Guarantee Date (Guarantee dates are normally the third Friday of March, June, September and December). Please indicate here when you wish the switch to take place.

Guaranteed Fund Switching Instruction

Switch immediately or
 Switch on the next Guarantee Date
 March Guarantee Date
 June Guarantee Date
 September Guarantee Date
 December Guarantee Date

This form must reach Alico Wealth Management at least two working days before the Guarantee Date.

Section 4

Policyholder(s)/Trustees/Pensioner Trustees Declaration

I/We request that Alico Wealth Management action the switch request instruction(s) noted in this form. I/We understand that any action taken by Alico Wealth Management regarding my/our switch request will be taken in accordance with the policy terms and conditions. All Policyholders/Trustees/Pensioner Trustees must sign below.

First Policyholder/Trustee
Pensioner Trustee Signature

Date

D	D	M	M	Y	Y	Y	Y
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Second Policyholder/Trustee
Signature

Date

D	D	M	M	Y	Y	Y	Y
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For your security if the signature on this form differs from that held on our records, the switch request will be delayed until satisfactory verification of the signature has been obtained.

Section 5

Financial Adviser Declaration

Switch instructions noted on this form can be accepted from the Policyholder's current financial adviser **but only where** the Policyholder(s)/Trustees/Pensioner Trustees have previously provided Alico Wealth Management with original signed instructions to do so. I/We request that Alico Wealth Management action the switch request noted in this form. I, (the Policyholder's current financial adviser) understand action taken by Alico Wealth Management in respect of this switch will be made in accordance with the policy terms and conditions and that I have informed the Policyholder(s)/Trustees/Pensioner Trustees accordingly.

Financial Adviser Company Name

Financial Adviser Name

Financial Adviser's Signature

Date

D	D	M	M	Y	Y	Y	Y
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For your security if the signature on this form differs from that held on our records the switch request will be delayed until satisfactory verification of the signature has been obtained.

Alico Wealth Management reserve the right to defer or decline a request to switch where, in their reasonable opinion, such a switch would be detrimental to other Alico Wealth Management Policyholders.

Switch requests can be accepted by Post or Fax from a financial adviser provided the fax is accompanied by a letter on their headed paper.

Investments
Pensions



0800 013 2272
0800 013 2292



0845 196 0024
0845 234 2342



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