

# Additional Subscription Form

## CFP Castlefield Funds ICVC

## CFP Castlefield Portfolio Funds ICVC

### **This form can be used to:**

- ✓ Make a lump sum contribution into an existing ConBrio ISA
- ✓ Make a lump sum contribution into an existing ConBrio JISA
- ✓ Make a lump sum contribution into an existing ConBrio General Investment Account (GIA)
- ✓ Start or increase regular savings into an existing ConBrio ISA
- ✓ Start or increase regular savings into an existing ConBrio JISA
- ✓ Start or increase regular savings into an existing ConBrio General Investment Account (GIA)

### **This form cannot be used to:**

- ✗ Opening a new ISA or JISA (Please refer to the ISA/JISA Application form)
- ✗ Opening a new General Investment Account (Please refer to the relevant GIA Application form)
- ✗ Withdrawing from your existing ISA, JISA, or GIA (Please refer to the ISA/JISA Withdrawal form)
- ✗ Switching your investments within your existing ISA, JISA or GIA (Please refer to the Fund Switch form)

## Additional Subscription Form

### Please read before completing the application form

- Please complete this form and return it to your financial adviser, or to the address below:  
**ConBrio – Castlefield Investment Partners LLP Ltd**  
PO Box 12916  
Chelmsford, CM99 2FT
- All cheques should be drawn on a bank account held in your own name and payable to:  
ConBrio Fund Partners Limited.
- Please read the **Key Investor Information Document** and the **Supplementary Information Document** for the relevant share class of the Fund(s) you wish to invest in or transfer into. Copies are available on our website [www.conbriofunds.com](http://www.conbriofunds.com), calling **0330 123 3716 (Castlefield)** or emailing [ConBrioEnquiries@uk.dstsystems.com](mailto:ConBrioEnquiries@uk.dstsystems.com)
- Please ensure you have read the ConBrio Terms & Conditions.  
([www.conbriofunds.com/terms-conditions](http://www.conbriofunds.com/terms-conditions))

Please let us know which investment you would like to top-up by ticking the relevant box below

#### Make a Lump Sum Contribution:

- ISA  I wish to make an additional contribution to my Stocks and Shares ISA
- JISA  I wish to make an additional contribution to my stocks and shares JISA
- GIA  I wish to make an additional contribution to my General Investment Account (GIA)

#### Start or Increase my regular savings:

- ISA  I wish to start or amend monthly savings in my Stocks and Shares ISA
- JISA  I wish to start or amend monthly savings in my stocks and shares JISA
- GIA  I wish to start or amend monthly savings in my General Investment Account (GIA)

### Your Details

Existing Plan Numbers

Title  Full Name

#### Permanent residential address

Address Line 1

Address Line 2

Address Line 3

Postcode  Email

Telephone (inc STD code):  Mobile

### Ultimate Beneficial Owner Information

The ultimate beneficial owner of the shares is the person who has the economic benefit of the shares.

In case of a change in ultimate beneficial owner, the investor commits to inform the Registrar and Transfer Agent of the new beneficial owner(s) and in case of any changes to the information provided in this section or any errors or omissions supported by documentary evidence, the investor commits to inform the Registrar and Transfer Agent without any delays and no later than within five business days.

- I/We am/are the ultimate beneficial owner of the Shares  
(Please proceed to section titled 'Source of Wealth' page 4)
- I/We am/are **not** the ultimate beneficial owner of the Shares  
(Please complete 'Information on ultimate beneficial owner' below)

### Information on ultimate beneficial owner

Title	Surname		
Forename(s)		D.O.B.	
Place of Birth			

Nationality(ies)/ Country(ies) of tax residence	Tax Identification Number(s) (TIN)*	TIN Type(s)

\*For UK investors this is your National Insurance (NI) number

Occupation**
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\*\*If retired, please state your main occupation during your working life

### Permanent residential address:

Address Line 1	
Address Line 2	
Address Line 3	Postcode

## Source of wealth

### Economic source of wealth

I/We confirm that investments into the CFP Castlefield Fund(s):

- a) Are made on my/our own behalf,
- b) Are not of criminal origin, and in particular do not constitute the proceeds of money laundering;
- c) Originate from the following source (please tick the appropriate box).

Savings    Inheritance    Sale of real estate    Redemption from other investment

Salary    Pension    Gift    Lottery

Other (please provide detail)

### Geographical source of wealth

Please detail the country of source of the funds invested below:

## Expected trading volumes and frequency

Please complete the below section with your expectations in terms of investment in the Fund(s).

The expected volumes and frequency provided will not form any kind of commitment from the account holder, the beneficial owners or the intermediary.

### Expected frequency of trading

Please tick the anticipated frequency

Single Transaction    Monthly    Annually

Other (please provide detail)

### Expected investment amount(s)

Please detail amounts by transaction below:

## Top-Up Instructions

### How to complete table 1:

- Please choose which Funds you wish to invest in and insert an amount in the appropriate box(es) below. You can invest with a lump sum amount and/or monthly contributions in General Shares only.
- Minimum investment: £500 lump sum, £50 monthly contributions per Fund\*

Fund	Lump Sum	Monthly <sup>1</sup>
<b>Castlefield Investment Partners LLP</b>		
CFP Castlefield Sustainable UK Opportunities Fund – G Income Shares		
CFP Castlefield Sustainable UK Smaller Companies Fund – G Income Shares		
CFP Castlefield Sustainable European Fund – G Income Shares		
CFP Castlefield Sustainable Portfolio Growth Fund – G Income Shares		
CFP Castlefield Sustainable Portfolio Growth Fund – C Income Shares (qualifying charities only)		
CFP Castlefield Sustainable Portfolio Income Fund – G Income Shares		
CFP Castlefield Real Return Fund – G Income Shares		

<sup>1</sup> This will replace your existing monthly regular savings amount.

\*Monthly contributions must be rounded in £10 amounts. If you have chosen monthly contributions, please complete the direct debit instruction at the end of this form and ensure that a cheque from the same account, made payable to ConBrio Fund Partners Limited, is submitted with this application form to represent the first contribution. Contributions will be collected from your bank on the first working day of the month.

**Income Shares:** Your share of the net income of the Fund is paid to you in cash unless you have elected to reinvest the income, whereby additional shares will be purchased at no cost.

## ConBrio Banking Details

**Client Money Account:** ConBrio FP Ltd Dealing

**Sort Code:** 16-50-50

**Client Money Account:** 84328056

**Address:** Bank of America,  
5 Canada Square,  
London,  
E14 5AQ

**Please use your existing plan number as your payment reference number**

## Additional Subscription Form

### Income payments

Please choose how you would like to receive any income generated from your investment.

**If you do not tick either of these boxes, your net income will automatically be reinvested.**

- Income sent direct to your bank/building society  
(Please ensure that you complete your bank details on page 6)
- Income reinvested to purchase more shares

### Bank/Building Society details for redemptions and income distributions

Please complete your account details below so that we can make any income payments or redemption payments to your bank or building society. In order to verify the account, we require EITHER:

- An original voided cheque;
- An original paying in slip;
- A bank statement not older than six months, an original or a copy certified by an appropriate person (solicitor, accountant or your bank/building society manager). Internet based bank statements are not acceptable.

Please inform us if you change your bank account, as you will need to provide new evidence so we can verify the account. Bank/ Building Society:

Bank / Building Society:	
Address Line 1	
Address Line 2	
Address Line 3	Postcode
Name of Account to be credited:	
Sort Code: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Account No: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Building Society reference or roll number:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

## Additional Subscription Form

**Direct debit for regular savers – instruction to your Bank/Building Society to pay by direct debit**



**The bank account must be held in the name of one or more of the applicants.**

**Name and full postal address of your Bank or Building Society:**

To the Manager:

ConBrio Fund Partners' reference number (office use only)

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Bank/Building Society Address:

Your instructions to the Bank/Building Society

Please pay ConBrio Fund Partners 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 ConBrio Fund Partners Limited and, if so, details will be passed electronically to my Bank Building Society.

Postcode:

Name(s) of Account Holder(s):

Signature 1:

Bank/Building Society Account Number:

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Signature 2:

Branch Sort Code:

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Date (DD/MM/YY):

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

This guarantee should be detached and retained by the Payee.

## 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, ConBrio Fund Partners Limited will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request ConBrio Fund Partners 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 ConBrio Fund Partners 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 ConBrio Fund Partners 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.

**Additional Subscription Form**

**Declaration**

This top-up form along with the relevant Prospectus, Fund Key Investor Information Document (KIID) and Supplementary Information Document (SID), each as amended from time to time form the agreement upon which ConBrio Fund Partners Limited intends to rely. The current version of each document is available on our website, [www.conbriofunds.com](http://www.conbriofunds.com)

In the section below, 'I' refers to each signatory.

I/we confirm that I/we have received and read the Terms & Conditions, the latest **Key Investor Information Document** and **Supplementary Information Document** for the relevant share class of the Fund/s that I wish to top-up.

**(All registered shareholders must sign. If there are more than two signatories, please photocopy this section before completing.)**

Print Name

Signature

Date

Print Name

Signature

Date

**Adviser Signature (if applicable)**

Print Name

Date

Signature



## Additional Subscription Form

### Administration Queries

For any administration queries, you can contact us at:

E: [ConBrioEnquiries@uk.dstsystems.com](mailto:ConBrioEnquiries@uk.dstsystems.com) W: [www.conbriofunds.com](http://www.conbriofunds.com)

**ConBrio – Castlefield Investment Partners LLP**

PO Box 12916, Chelmsford, CM99 2FT

**Tel:** 0330 123 3716

For your protection, calls may be monitored and recorded for training and quality assurance purposes.

ConBrio is a trading name of ConBrio Fund Partners Limited (CFP) and a registered trade mark and the property of Castlefield Partners Limited. CFP is authorised and regulated by the Financial Conduct Authority Number 229057. Registered in England and Wales Nos. 04605261. Registered Office: 111 Piccadilly, Manchester, M1 2HY. Part of the Castlefield Partners Limited employee owned group. Member of the Employee Ownership Association.