

Child Trust Fund Transfer Application Form



I confirm I understand that I am applying to transfer a Child Trust Fund into a Junior ISA

I confirm that I am the Registered Contact for the Child Trust Fund (CTF), with parental responsibility for the child whose CTF this application refers to

I understand that to transfer a CTF to us, both a Child Trust Fund Transfer Form AND a Junior ISA (JISA) application should be completed and returned to us by the person who is currently the Registered Contact for the CTF

Please note that the minimum we will allow to be transferred to us from a CTF or a Junior ISA into a Monthly Savings Junior ISA will be £500, unless there will be monthly contributions meeting the product's minimum requirements.

This transfer application **must** be completed by the Registered Contact for the Child Trust Fund (CTF) account.

The following stakeholder CTF features may not be included in a Junior ISA:

- Lifestyling from age 15
- Minimum subscriptions of £10 allowed
- Annual charge cap of 1.5%

If you are applying to transfer a stakeholder CTF, tick this box to confirm that you understand this and wish to proceed

Details of Applicant (Registered Contact)

Warrant/Payroll No. (If applicable)		Date of Birth	<input type="text"/>	<input type="text"/>	<input type="text"/>
Mr/Mrs/Ms/Miss	Surname	Forename(s)			
First line of home address			Post Code		
Email Address		Preferred Contact No			

We would like to email you from time to time with relevant information on financial issues relating to the police, such as police pay, and products and services we provide including special offers. If you would like to receive the above information **please indicate your consent by ticking the box to the left**. You will be able to unsubscribe from these communications easily and at any time.

I apply to transfer a CTF for (Child's details)

Child's Surname		Child's Forename(s)			
First line of home address (if different to above)					
Postcode	Date of Birth		<input type="text"/>	<input type="text"/>	Gender M <input type="checkbox"/> F <input type="checkbox"/>
Child's National Insurance Number (If aged 16 or over) <input type="text"/>					

From my existing CTF provider (details below) to Metfriendly, Central Court, Knoll Rise, Orpington, BR6 0JA

Name	
Address	Postcode
Unique CTF Reference Number (format AB123456CX)	Estimated value of CTF £ <input type="text"/>

Proof of ID

Unless you have already done so, please provide proof of identity (e.g. a copy of a passport, driving licence or birth certificate). We also need proof of address (e.g. a copy of an original bank statement or utility bill dated within the last three months, please note online statements are not acceptable). A driving licence is an acceptable proof of address if not also being used to prove identity. You should sign the back of each copy to confirm it is a true copy of the original. If you have any questions regarding these requirements, please call us on 01689 891454 or e-mail us at info@metfriendly.org.uk

Declaration & Authorisation

I declare that:

- I am aged 16 or older
- I have parental responsibility for the child/am the child
- I am the Registered Contact for the CTF
- I wish to be the Registered Contact for the Metfriendly stocks and shares Junior ISA
(Please contact our Member Services Team on 01689 891454 or via email at info@metfriendly.org.uk if this is to be different)

I authorise Metfriendly:

- To hold the child's subscriptions, JISA investments, interest, dividends and any other rights or proceeds in respect of those investments and cash; **and**
- To make, on behalf of the child, any claims to relief from tax in respect of JISA investments; **and**
- To open a Junior ISA and request a transfer from an existing ISA provider, asking them to transfer the nominated amount to Metfriendly, with the understanding that this is worth over £500, unless there will be monthly contributions meeting the product's minimum requirements.

I understand that to proceed with the transfer I need to supply to Metfriendly:

- Completed Child Trust Fund Transfer Forms
- Completed Junior ISA Forms
- Copy of the child's birth certificate or passport
- Copy of my ID
- Proof of my address
- Estimated value of CTF

Signed

Date

Promotional Code

The procedure of transfer (as directed by HMRC) is that, following receipt of your applications, Metfriendly will open an "empty" Junior ISA and issue documents, including a "cooling-off" notice. This cooling-off notice gives 30 days in which to cancel the Junior ISA if it is not required. When the 30 days cooling-off period has expired, we will then send the transfer request to the CTF provider, asking them to transfer the amount to us. When we receive their cheque, we will send you confirmation of the amount received. Once the CTF has been closed it cannot be reopened.

If the transfer from the CTF is not successful, any JISA that has been opened on a provisional basis to accept the transfer will be invalid, and any subscriptions to the provisional JISA will be returned. The CTF will remain intact.

OUR DATA PRIVACY STATEMENT We need the information you provide in order to set up the contract between you and us. We will share your data with our mailing house partners (see our privacy notice) to send you legally required documents such as your annual benefit statement and invitation to our Annual General Meeting. Your data will only be kept for such a time needed to perform this task. Where possible we use external information to verify your identity and to keep our records up to date on home address changes. We use a third party provider to deliver our marketing emails. We gather statistics around email opening and clicks using industry standard technologies. For more information, please see our privacy notice at www.metfriendly.org.uk/privacy

How did you hear about Metfriendly?

- I am a member Newsletter I received a letter Brochure stand Intranet Received an email
Personal recommendation Internet search Twitter Facebook I spoke to a Metfriendly representative
I saw an advert - please state which publication Other - please state

Publication/Other

Contact Details

Metfriendly, Central Court, Knoll Rise, Orpington, BR6 0JA

Phone: 01689 891454 Fax: 01689 891455 Metphone: 846690 Email: info@metfriendly.org.uk

Metfriendly is a trading name of the Metropolitan Police Friendly Society Limited.

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