

## Top Up Form

Please use this form to apply to top up your Foresters Friendly Society NISA during the current financial year.

### FOR OFFICE USE ONLY

Staff/FA/INT Name

Contact/FA/INT Number

Marketing Code

### 1. Your details

Complete in BLOCK CAPITALS in black ink

Title Mr  Mrs  Miss  Ms  Other

First name

Last name

NISA Policy No.

Date of birth

Address

Postcode

Home telephone

Mobile telephone

Email

### 2. How much do you want to top your NISA up with?

Lump sum and monthly contributions combined cannot exceed the maximum annual allowance in the financial year. A financial year starts on the 6th of April and ends on the following 5th of April. If you are uncertain about the contributions you can make for the rest of the financial year, please call us on 0800 783 4162.

#### A. Lump Sum Investments:

Amount: £

(Minimum £250).

I enclose my cheque made payable to 'Foresters Friendly Society'.

Please contact me to arrange payment by Debit Card.

#### B. Increase in (or commencement of) Monthly Contributions (please complete section 4):

New Total Monthly Contribution: £

Please note that the minimum total monthly contribution is £50 and the minimum increase to existing contributions is £10 per month.

### 3. Money Laundering Regulations

To comply with anti-money laundering requirements, we may verify your identity by carrying out an online check with a credit agency. The agency will add a note to your reference file to show that an identity check has been made. We may pass information to third parties for the prevention of crime or detection of fraud or where required by law or regulation.

Money laundering checks will take place if you invest a lump sum of £10,000 or more, or your total investment with Foresters Friendly Society exceeds £10,000. Please complete this section if this applies to you.

Employment status:  
(e.g. employed, self employed, unemployed etc)

The source of the single premium to be invested in this policy:  
(e.g. inheritance, divorce settlement, property sale, etc.)

Previous address:  
(if you have changed address in the last 3 months)

### 4. Instruction to your Bank or Building Society to pay by Direct Debit (please do not detach)



#### To The Manager

Name and full address of your Bank/Building Society branch.

Name(s) of Account Holder(s)

Sort Code   -   -

Account Number

Originator's Identification Number

Reference Number (office use only)

#### Instruction to your Bank or Building Society

Please pay Foresters Friendly Society 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 Foresters Friendly Society and, if so, details will be passed electronically to my Bank/Building Society.

Signature   Date

Signature   Date

Banks/Building Societies may decline to accept instructions to pay Direct Debits from some types of account, such as a savings account.

Please turn over to continue and complete your top up

### The Direct Debit Guarantee (please detach this Guarantee for your records)



- 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 Foresters Friendly Society will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request Foresters Friendly Society 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 Foresters Friendly Society 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 Foresters Friendly Society asks you to.
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written notification may be required. Please also notify us.

## 5. How we will use your data

The information that you provide on this form will be held by Foresters Friendly Society and used to set up and administer the top up and for other business purposes. Further information about how we hold and use your personal information is available on our website ([www.forestersfriendlysociety.co.uk/privacy-policy](http://www.forestersfriendlysociety.co.uk/privacy-policy)).

Where an application is made via a Financial Adviser (FA), you agree to your details being disclosed to that FA until you instruct us otherwise.

We (Foresters Friendly Society, including your Branch) would like to provide you with marketing information about similar products and services which may be of interest to you. To consent to receive this, please select your preferred option(s) below:

Post  Email  Text Message (SMS)  Phone

Foresters Friendly Society will not share your data with third parties for their marketing purposes.

You can update your preferences at any time by calling 0800 783 4162, emailing [memberservices@forestersfriendlysociety.co.uk](mailto:memberservices@forestersfriendlysociety.co.uk), completing the online form available at [www.forestersfriendlysociety.co.uk/contactpreferences](http://www.forestersfriendlysociety.co.uk/contactpreferences) or writing to us at: Foresters Friendly Society, 29-33 Shirley Road, Southampton SO15 3EW.

## 6. Declaration

**This is our standard client agreement upon which we intend to rely. For your own benefit and protection you should read these terms carefully before signing them. If you do not understand any point please ask for further information.**

### I declare that:

- I apply to increase my subscription to a Foresters Friendly Society NISA until further notice.
- All subscriptions made, and to be made, belong to me.
- I am a UK resident for tax purposes. If you are not a UK resident: I confirm I either perform duties which are treated as being performed in the UK, or I am married/in a civil partnership with a UK resident. I will inform Foresters Friendly Society if my circumstances change.
- I am 18 years of age or over.
- I declare that where I am increasing this NISA as a Stocks & Shares NISA, that I have not subscribed to another NISA of the same component type in this tax year.
- I agree to the NISA terms and conditions.

### I authorise Foresters Friendly Society:

- to hold my cash subscription, other proceeds in respect of my NISA investments and any other cash; and
- to make on my behalf any claims to relief from tax in respect of NISA investments; and
- on my request to transfer or pay to me, as the case may be, interest, or other proceeds in respect of my NISA investments or any cash.

I declare that to the best of my knowledge and belief, the statements provided on this form are true and correct. I have read and understood the NISA Key Information Document and Important Information section.

I understand that I will be entitled to Foresters Friendly Society surplus in the event of the closure of the Society only after having been a member for five years. I understand that a copy of the Rules and Memorandum are available upon request.

I confirm that I have not been given advice by Foresters Friendly Society in relation to the purchase of this plan.

Signature

Date

## How to get in touch

### Write to:

Foresters Friendly Society  
Foresters House  
29/33 Shirley Road  
Southampton, SO15 3EW

Tel: 0800 783 4162

Visit: [www.forestersfriendlysociety.co.uk](http://www.forestersfriendlysociety.co.uk)

Information, including a copy of this Top Up Form, is available in large print, audio and Braille upon request.

Foresters Friendly Society is the trading name of The Ancient Order of Foresters Friendly Society Limited which is an Incorporated Friendly Society (Registration No. 511F) and is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Registration No. 110029).