



AIM PORTFOLIO SERVICE
For Clients of Financial Advisers

(Office Use Only)

Account Name

Financial Adviser

Investment Manager

Fee Code (if changed)

ACCOUNT
VARIATION
FORM

PLEASE READ THIS PAGE BEFORE YOU COMPLETE THIS FORM

This Form is to be completed when there is an additional investment to the portfolio, or when any other material amendment is required, such as:

- a significant addition to the portfolio
- a new ISA subscription
- a change to the charging structure
- a change to any Adviser Agreed Remuneration
- any other material amendment.

This Form constitutes an amendment to the AIM Portfolio Service *Account Application Form* and will form part of our Client Agreement with you. You should read it, and the AIM Portfolio Service *Terms and Conditions* document, carefully before signing.

DETAILS OF THE APPLICANTS

Please complete in BLOCK CAPITAL LETTERS.

	First Applicant	Second Applicant
Title		
First Name(s)		
Surname		
Address		
Postcode		

1. Additional Investment

Amount to be invested as cash:

£	
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Please make cheques payable to **Pershing Securities Limited**.

Existing securities to be transferred (approximate value including ISAs):

£	
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Please provide a copy of the most recent valuation of these investments, including the acquisition dates and costs of the holdings to be transferred.

2. Adviser Agreed Remuneration

I/We agree to Hawksmoor facilitating the payment of the following remuneration to our Financial Adviser from the portfolio:

Non-recurring (on the additional investment)

The sum of	£
A percentage payment of the initial value of the additional investment	%

Recurring (on the existing and additional investments)

A fixed annual sum of	£
An annual percentage payment of	%

Please note there will be no changes to the Hawksmoor fees unless specifically indicated below.

3. Charges

Please see the separate AIM Portfolio Service *Schedule of Charges for Clients of Financial Advisers* for details of these fees and charges and any other charges that may apply to your portfolio.

Additional notes about Fees

4. Investment Restrictions and Preferences

Please tick this box if you would like to add or remove any restrictions or preferences to the Portfolio and give details below.	
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5. Any Other Material Amendment

Please give details of any significant or other material amendments in the box below.

CLIENT DECLARATION

This AIM Portfolio Service *Account Variation Form*, together with the AIM Portfolio Service *Account Application Form*, the AIM Portfolio Service *Terms and Conditions* document, the AIM Portfolio Service *Schedule of Charges for Clients of Financial Advisers*, the *Guide to the AIM Portfolio Service* document and the *Ex-Ante Costs and Charges Disclosure* document, together constitute our standard client agreement (“Agreement”) upon which we intend to rely.

For your own benefit and protection, you should read these documents carefully before signing this Form. If there is anything in them that you do not understand or you would like to discuss further, please get in touch with us or with your Adviser.

I/We declare that all the details in this Form are correct to the best of my/our knowledge and that **I/we will inform Hawksmoor in writing if there should be any material changes to the information that I/we have provided.**

I/We understand that the Adviser is responsible for advising on, and monitoring the suitability of this service for me/us. I/We acknowledge that Hawksmoor has no responsibility for assessing the suitability of the service.

I/We declare that my/our tax status remains unchanged from the tax status previously declared.

I/We authorise you to facilitate the Adviser Agreed Remuneration payments as detailed in section 2 of this document. I/We confirm that these payments have been fully explained to me/us by my/our Financial Adviser.

I/We understand that joint clients will be jointly and severally liable in respect of all the Terms and Conditions and any other obligations referred to in the Agreement and that Hawksmoor may receive and act on instructions in relation to the Account from any one of us.

First Applicant		Second Applicant	
Signature		Signature	
Name		Name	
Date		Date	
If signing on behalf of someone else (for example as an Attorney or for a corporate body) please state your capacity and provide certified documents of your authority.			
Signed for and on behalf of Hawksmoor			
Name/Capacity			
Date			

FINANCIAL ADVISER DECLARATION

This section is to be completed by the Financial Adviser.

Name of Primary Contact	
Name of Company	
FCA Registration Number	
Address	

I confirm that I have undertaken a full fact find for the client, established the source of any assets to be added to the portfolio and assessed the suitability of the Hawksmoor service, as required by the Financial Conduct Authority.

I will notify Hawksmoor of any change to the client's circumstances that may affect the way the portfolio is managed.

I confirm I have fully explained the Adviser Agreed Remuneration to the client and I understand that any remuneration payment facilitated by Hawksmoor will be inclusive of any VAT that may be applicable.

Signed	
Name	
Date	



For further information on any of our services, or to arrange a meeting with an investment manager, please call one of our offices.

You can also find more information on Hawksmoor, our services and full contact details on our website at www.hawksmoorim.co.uk

Head Office:
17 Dix's Field
Exeter
EX1 1QA

01392 410180

info@hawksmoorim.co.uk
www.hawksmoorim.co.uk

Registered Address:

Sterling Court, 17 Dix's Field, Exeter, Devon, EX1 1QA. Company Number 6307442

Hawksmoor Investment Management Limited is authorised and regulated by the Financial Conduct Authority

HA2844