



# Withdrawal from an Aegon General Investment Account (GIA) into an Aegon ISA

If your personal circumstances mean you need any additional support, or if you'd like a large print, braille or audio CD version of this document, please call 0345 604 4001 (call charges will vary) or visit [aegon.co.uk/support](https://aegon.co.uk/support)

## Before completing this form

An illustration and key documents must be provided for the Aegon ISA before completing this form, or we may not be able to process your request. Please go to [aegon.co.uk/support](https://aegon.co.uk/support) to download the form **Illustration request - Aegon GIA and Aegon ISA**. Along with your illustration, we'll send you the Aegon ISA key features, and Key Investor Information Document (KIID) or a Key Information Document for each fund.

## About this form

In this form, Aegon means Cofunds Limited.

Use this form to withdraw part or all of the value of the Aegon GIA and move it into a new or existing Aegon ISA.

If the Aegon ISA investor doesn't already have an Aegon ISA with us and would like to apply for a new account, they can use this form to do so. The Aegon ISA is a stocks and shares ISA.

If a new Aegon ISA is under a different 'service profile' than the Aegon GIA you're transferring from, we'll automatically set up a new individual Aegon GIA under that service profile, unless a suitable one already exists.

To make a withdrawal from more than one Aegon GIA, a separate form should be completed for each account.

## Check details already completed

If your adviser has completed this form on your behalf, please check all details are correct before signing (by typing in the signature box) and returning the form.

Once completed, please email to: [aegoncofundsadministration@aegon.co.uk](mailto:aegoncofundsadministration@aegon.co.uk)

Our email system and the way we deal with data internally is secure. However we're unable to ensure the security of emails before they reach us. Please consider this when sending us sensitive information.

## Important

In section 3.1, if you choose to invest proportionally, or complete the table in 3.2, the funds should match the illustration you received from us. If they don't, we may not be able to process your request. If you want to invest in different funds, you'll need a new illustration.

For the tax years 2022/2023, the maximum amount that can be paid into ISAs is £20,000.

If the Aegon GIA is a joint GIA, all joint holders must agree to the withdrawal and confirm that the money being withdrawn belongs to the Aegon ISA investor named in section 1.1, and sign and date the declaration.

## Additional information

The Aegon Platform terms and conditions gives further detail around the conditions of withdrawing from the Aegon GIA and investing in the Aegon ISA product. You can also read more about what a 'service profile' is.

To download our documents, log into your dashboard, click on 'Help and Support' and search for the document you're looking for.

Whenever you see this icon \*, you may have to send us additional information.

# 1. Your details

In this section, 'you' or 'your' means the Aegon ISA investor named in section 1.1.

Illustration number

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If you don't provide your illustration number, it may lead to your application being rejected.

1.1 Mr / Mrs / Miss / Ms / Other - please specify

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Full forename(s)

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Surname

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Date of birth (dd/mm/yyyy)

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1.2 For tax purposes, are you resident anywhere other than the UK?

No

Yes - download and complete the Individual self-certification form on our website and attach it to this form.\*

1.3 Are you applying for a new Aegon ISA?

Yes – go to 1.4. If a separate form is being completed for a withdrawal from another Aegon GIA, we'll only set up one Aegon ISA for you to receive all payments.

No - tell us your Aegon ISA number and go to section 2.

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Only complete 1.4 if you're applying for a new Aegon ISA with us.

1.4 Please tell us:

National Insurance number

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I don't have a National Insurance number

Permanent residential address

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Postcode

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Email address

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Gender

Male

Female

Did you get advice before completing this form?

Yes

No

Tick this box to confirm that you've had the opportunity to read the Aegon ISA key features and fund specific information and/ or Key Investor Information Documents (KIIDs) relating to your investment.





## 4. Investment income options

In this section, 'you' or 'your' means the Aegon ISA investor named in section 1.1.

If you have income generating investments, this section lets you choose how any income distributions paid from those investments should be dealt with when we receive them from the investment provider. We'll apply your selection to all income generating investments you hold within the Aegon ISA.

The flexible ISA subscription rules introduced on 6 April 2016 don't apply to our Aegon ISA. This means if you make a withdrawal from this Aegon ISA you won't be able to replace it without it counting against your annual ISA allowance for the current tax year.

### If you have an existing Aegon ISA with us:

- For any income units or shares you hold and you don't tick one of the boxes in 4.1 we'll apply your existing income option.
- If you want to take consolidated natural income and you're currently taking regular withdrawals, please select 'consolidated natural income' below and we'll cancel your existing regular withdrawals.

### 4.1 Income options

Please only tick one of the following options:

- Reinvest in fund (default) – reinvest any income received back into the same fund.
- Leave in cash – pay any income into the Aegon ISA cash facility.
- Consolidated natural income – pay any income received to your nominated bank account as a monthly payment, but only if income is received from investments. (Complete section 4.2 to nominate a bank account.)

If you choose 'pay out as consolidated natural income', this will count as a withdrawal from your Aegon ISA.

Only complete 4.2 if you've chosen 'pay out as consolidated natural income' in section 4.1.

### 4.2 Bank details for payments out of investment income

Please give details of the bank/building society account any consolidated natural income is to be paid into. Payments can only be made to a personal account in your name.

If this is the first payment to your nominated bank account, you may need to give us a certified copy of your bank statement and driving licence (as proof of signature). We'll contact you if we need this.

Rather than send us an original document, send us a certified copy, please see the 'Who can certify a document and how do they do it?' FAQ on our website for how to do this. \*

Name of bank/building society

Name of account holder

Branch sort code

Bank/Building Society account number

Building Society roll number (if applicable)

Payments to building society accounts may take up to 10 days longer than payments to bank accounts.

## 5. Adviser details (for adviser use only)

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Adviser name

Firm name

Please use the Adviser Portal if you'd like to take an ad hoc adviser charge for this transaction, amend your client's ongoing adviser charge or service charge.

## 6. How we treat your personal information

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In this section, 'you' or 'your' means the Aegon ISA investor named in section 1.1.

Here at Aegon, we're committed to protecting and respecting your privacy. We collect your personal information so that we can verify your identity, set up your plan and provide ongoing administration. We need this information to carry out our obligations and to provide you with the products and services under the terms of your contract with us. Without it, we wouldn't be able to provide you with a plan.

As part of our administration process, we work with carefully selected service providers (in other words suppliers) that carry out certain functions on our behalf. We only share the appropriate level of personal information necessary to enable our suppliers to carry out their services and they need to keep the information safe and protected at all times. Our suppliers must only act on our instructions and can't use your personal information for their own purposes.

The personal information we collect may be transferred to, and stored at a destination outside the European Economic Area (EEA). This could be to other companies within the Aegon Group or to our service providers. Where any such processing takes place, appropriate controls are in place to make sure your information is protected.

We may disclose your information to licensed credit reference and/or fraud prevention agencies to help make financial or insurance proposals and claims decisions (this will be during the application or enrolment process and on an ongoing basis), for you and anyone you're linked with financially or other members of your household. Our enquiries or searches may be recorded.

You can find more information on how we use and share your personal information, including how long we keep it and details of your rights at [customerdashboard.aegon.co.uk/site-info/privacy-and-cookie-policy/](https://customerdashboard.aegon.co.uk/site-info/privacy-and-cookie-policy/) or by contacting us to request a copy.

We'd like to keep you up-to-date with information about our news, products and services. If you'd like to hear more from us, please tick the relevant box below.

Mail

Phone

SMS

Email

We won't pass your information to other companies outside of the Aegon Group for marketing purposes.

We won't pass your information to other companies outside of the Aegon Group for marketing purposes.

## 7. Declaration - Aegon GIA

In this declaration 'Aegon' refers to Cofunds Limited, and 'I', 'my', 'we' or 'our' refers to the holders of the product. All holders are required to sign and date the Aegon GIA declaration.

- 7.1 I/We authorise Aegon to make a withdrawal from my/our Aegon GIA as detailed in section 2 in accordance with the instructions given.
- 7.2 Where there is a single holder of the Aegon GIA, and the Aegon ISA investor is not the Aegon GIA holder, the Aegon GIA holder confirms that the money being withdrawn belongs to the Aegon ISA investor named in section 1.1.
- 7.3 Where there are joint holders of the Aegon GIA, all joint holders confirm that the money being withdrawn belongs to the Aegon ISA investor named in section 1.1.

You and any joint holders should sign and date this form by typing your full name in the signature box below and typing the date in the date box or by using any other electronic signature method we have agreed, in writing with your adviser, to accept. Your typed name or agreed electronic signature method in the signature box will be your signature. When you sign the form, by typing your name in this box or using the agreed electronic signature method, you are making the declarations and confirming that you wish to proceed with the instructions in this form.

Date (dd/mm/yyyy)

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Primary account holder name

Primary holder signature (type name here)

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Second account holder name

Second joint holder signature (type name here)

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Third account holder name

Third joint holder signature (type name here)

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Fourth account holder name

Fourth joint holder signature (type name here)

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## 8. Declaration - Aegon ISA

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In this declaration 'Aegon' refers to Cofunds Limited, and 'I', 'you', 'your' or 'my' refers to you, the Aegon ISA investor named in section 1.1.

### General declaration

8.1 I acknowledge that Aegon relies on the information contained in the following documents as they form the basis of the contract for opening an, or subscribing to an existing, Aegon ISA and where relevant, an Aegon GIA.

- the application;
- these declarations and any other declarations made when applying for an, or subscribing to an existing, Aegon ISA and where relevant, an Aegon GIA;
- the contract note for the Aegon ISA, and where relevant, the first contract note for the Aegon GIA, and
- the Aegon Platform terms and conditions.

8.2 I confirm that I have had the opportunity to read these documents carefully (other than the contract note(s) which will be given to me in accordance with the Aegon Platform terms and conditions), along with the key features document(s), my personal illustration, key investor information documents and the declarations in this application.

8.3 I confirm that I am habitually resident in the United Kingdom.

8.4 I accept that the information and documents I have been provided with should not be taken as advice or a recommendation from Aegon.

8.5 I accept that Aegon has not and will not assess my suitability for opening an, or subscribing to an existing, Aegon ISA or any investment decisions I make. Except where I have received advice from an adviser, this means I will not benefit from the protection of the Financial Conduct Authority's rules on assessing suitability. If I have any doubts about the suitability of the Aegon ISA, I should speak to an adviser where I have not already done so.

### I declare that:

8.6 Where I do not have an Aegon ISA capable of accepting the subscription equivalent to the amount detailed in section 2.2:

i. I apply to subscribe for a stocks and shares ISA for the tax year 2022/2023 and each successive year until further notice.

ii. I apply for an Aegon ISA, and where relevant an Aegon GIA, and services outlined in the application and agree to be bound by the Aegon Platform terms and conditions.

8.7 Where I do have an Aegon ISA capable of accepting the subscription equivalent to the amount detailed in section 2.2, I apply to make this additional subscription to my existing Aegon ISA as detailed in 1.3.

8.8 All subscriptions made, and to be made, to the Aegon ISA belong to me.

8.9 I am 18 years of age or over.

8.10 Except where allowed by legislation, I have not subscribed/made payments to, and will not subscribe/make a payment more than the overall subscription limit in total to any combination of permitted ISA types in the same tax year.

8.11 Except where allowed by legislation, I have not subscribed, and will not subscribe, to another stocks and shares ISA in the same tax year that I subscribe to this stocks and shares ISA.

8.12 I am resident in the United Kingdom for tax purposes or, if not so resident, either perform duties, which by virtue of Section 28 of Income Tax (Earnings and Pensions) Act 2003 (Crown employees serving overseas), are treated as being performed in the United Kingdom, or I am married to, or in registered partnership with, a person who performs such duties. I will inform Aegon if I cease to be so resident or perform such duties or be married to, or in registered partnership with, a person who performs such duties.

8.13 I agree to the Aegon ISA, and where relevant the Aegon GIA, terms and conditions.

