

Stocks and Shares transfer form

Transferring from another plan manager

For details on how we will use your personal information, please see our Privacy Notice which can be found at [hsbc.co.uk/privacy-notice](https://www.hsbc.co.uk/privacy-notice).

Help in completing the transfer form

To ensure a quick and successful transfer of your ISA, it is essential that we are provided with accurate information.

Current plan manager's name and address details

If the information you provide about the plan manager is incorrect (Name, Address etc.), the transfer request will be delayed until we receive the correct details.

If you have more than one ISA account with the same plan manager, please complete the transfer details of all plans to be transferred on the same transfer form. If you want to transfer an ISA from a different plan manager, you must complete a separate transfer form. Photocopies of this form are acceptable.

Account details with your current plan manager

For each ISA account being transferred to us, you'll need to provide the following information:

- type of ISA to be transferred: for example, Stocks and Shares ISA
- the sort code and/or account/reference number
- if a full or partial transfer is required; partial transfers are not permitted for current year ISAs
- transfer type; you may either: "Transfer all eligible investments and uninvested cash" or "Sell all investments and transfer as cash" or "Transfer existing cash"

Note:

When requesting to transfer your ISA to us, you'll still be subject to your current plan manager's terms and conditions until the transfer is complete.

You should check with your current plan manager for any charges which may be levied. If you choose to transfer your investments, any investments which HSBC InvestDirect does not trade will be sold by your current plan manager and the cash proceeds transferred to your account with us.

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Partial transfer details

If you want to partially transfer an ISA, insert 'partial' in the 'full/partial' column. Once you have listed all ISAs you want to transfer from one plan manager, complete the investment and/or uninvested cash details of the ISA you want to partially transfer. If you want to transfer investments or any investments are to be sold and transferred as cash, specify the stock name and quantity. If you want to transfer uninvested cash, you'll need to specify the exact cash amount to be transferred.

To maintain the tax efficient status of your ISA all cash and investments must be transferred directly from your current plan manager to HSBC InvestDirect.

Costs and Charges Disclosure Documents

For Investment Trusts and Exchange Traded Funds where any further charges for the product applies, the Costs and Charges Disclosure Documents (where applicable) can be located by logging into your InvestDirect account, clicking market data and searching for your chosen fund. Alternatively, you can call us on **03456 08 08 48** (please dial **+44 1226 261090** from abroad).

Our opening hours are: Monday to Friday: 7.30am to 9.30pm. Saturday/Sunday/Public Holidays: CLOSED.

Alternatively you can contact us by post at:

HSBC InvestDirect
HSBC UK Bank plc
PO Box 716
Forum 1
The Forum
Parkway
Whiteley
Fareham
PO14 9QD

When you have completed the form, please sign and date the authorisation on page 4 and the attached letter of instruction to HSBC InvestDirect located on page 5. All documentation should then be returned to:

HSBC InvestDirect, PO Box 716, Forum 1, The Forum, Parkway, Whiteley, Fareham PO14 9QD.

If you have any queries, please call us on: **03456 080 848**. To help us continually improve our service and in the interests of security, we may monitor and/or record your communications with us. Any calls that may or do lead to a transaction will be recorded. We will keep these records for seven years. You can ask for a copy at any time during those seven years.

Complete this form to transfer your ISA from another plan manager to HSBC InvestDirect. No dealing instructions can be taken for the ISA accounts being transferred until the transfer has been completed. This process can take up to six weeks.

Your existing plan manager

Name of plan manager

Address

Postcode

Telephone number

Sort code (if applicable) - -

ISA account/reference number

Contact name

Your personal details

Title Mr Mrs Miss Ms Other (please specify)

Surname

Forename(s)

Permanent residential address

Postcode

Date of birth

National Insurance Number

HSBC InvestDirect Account number

Email address

Partial cash transfer

Amount

To the plan manager named above:

With immediate effect, I want to transfer the ISA Plans listed above to HSBC InvestDirect.

Subject to your terms and conditions:

1. Where 'Sell all investments and transfer as cash' is indicated for an account above, all investments held in that account should be sold and the proceeds transferred to HSBC InvestDirect, and
2. Where 'Transfer all eligible investments and uninvested cash' is indicated for an account above, all investments held in that account should be transferred to HSBC InvestDirect except where any relevant investment in the account is not eligible to be held by HSBC InvestDirect in which case it should be sold and the proceeds transferred to HSBC InvestDirect. Details of which investments are eligible to be held in an HSBC InvestDirect should be obtained from HSBC InvestDirect.

I hereby agree that

- i. **You may provide any information regarding my ISA account with you to HSBC InvestDirect or any associated company of HSBC InvestDirect or transferring institution.**
- ii. You may act upon instructions given by HSBC InvestDirect or any associated company of HSBC InvestDirect or transferring institution.
- iii. Any settlement cheque should be made payable to HSBC InvestDirect.
- iv. You may deduct charges for the transfer as specified in your terms and conditions.

Account holder's
signature

Date

D	D	M	M	Y	Y	Y	Y
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Please ensure (by ticking the boxes below) that you have completed and signed:

The covering letter:

ISA transfer form:

Return both documents (a total of 3 pages) to HSBC InvestDirect at the following address:

HSBC InvestDirect, PO Box 716, Forum 1, The Forum, Parkway, Whiteley, Fareham PO14 9QD.

To HSBC InvestDirect

Please find enclosed a duly completed ISA transfer form.

I confirm that I would like to transfer the ISA account detailed in the form to HSBC InvestDirect and that I have read and agreed to the HSBC InvestDirect ISA terms and conditions.

I authorise you to take all steps necessary to transfer the relevant ISA accounts(s) to HSBC InvestDirect.

- I confirm that all administration charges are to be debited from my

Please tick the appropriate box

ISA Account

Settlement Account

I authorise HSBC UK Bank plc:

- To hold my cash subscription, ISA investments, Interest, dividends and any other rights or proceeds in respect of those investments and any other cash; and
- to make on my behalf any claims to relief from tax in respect of ISA investments.

I hereby declare that:

- I have received and read the Key Features Document, Costs and Charges Disclosure Document, Privacy Notice and the Key Investor Information Document ("KIID") for the fund(s) I am investing in and agree to the InvestDirect Terms and Conditions.
- This transfer application has been completed to the best of my knowledge and belief and I will notify HSBC UK Bank plc without any delay of any changes in my circumstances affecting any of the information given in this application. Where the information I have supplied relates to other people, I declare that I am authorised by them to disclose that information and to agree to the ISA terms within the InvestDirect Account Terms and Conditions on their behalf.
- I am over 18 years old

Signature

Print name

HSBC InvestDirect
Account number

Date

If you have any queries completing the transfer details please call us on: **03456 080 848**. To help us continually improve our service and in the interests of security, we may monitor and/or record your communications with us. Any calls that may or do lead to a transaction will be recorded. We will keep these records for seven years. You can ask for a copy at any time during those seven years.

Accessibility

To find out more about our accessible services please visit [hsbc.co.uk/accessibility](https://www.hsbc.co.uk/accessibility) or ask at any of our branches.

If you'd like this in another format such as large print, Braille or audio, please contact us.

A textphone service is available for customers with hearing and/or speech impairments. If you use your own textphone you can call us on **03457 125 563 (+44 207 088 2077)** from outside the UK).

BSL Video Relay Service is also available (Monday-Friday 8am-6pm, excluding Public Holidays) at [hsbc.co.uk/accessibility](https://www.hsbc.co.uk/accessibility).

hsbc.co.uk

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